

CITY OF HARRISBURG

2010 PROPOSED BUDGET



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CITY OF HARRISBURG

2010 PROPOSED BUDGET

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For the Fiscal Year Beginning

January 1, 2009

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Harrisburg, Pennsylvania, for its annual budget for the fiscal year beginning January 1, 2009.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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HOW TO USE THE BUDGET DOCUMENT

This page provides an explanation of the format and content of the Fiscal Year (FY) 2010 Proposed Budget document. To find the exact location of this information, please refer to the Table of Contents. The major portions of the document are described as follows:

Introductory Information

This introductory information consists of a pictorial presentation of the City's **Elected Officials** and **Organizational Chart**, and a narrative describing the City's **Organizational Structure**.

Budget Overview

Contained within the Budget Overview is the **Budget and Finance** section. This section describes the financial and operating policies and procedures that guide the development of the City's budget. Additionally, the **Budget Summary** section provides the reader a series of financial summaries with information on revenues, expenditures, and staffing levels for FY 2010 and prior years.

Budget Detail

These sections contain information on FY 2010, as well as historical revenue and expenditure information for the **General Fund, Special Revenue Funds, Debt Service Fund, and Utility Funds** operating budgets. Within each is an organizational chart, a brief description of the services provided, and relevant performance objectives and indicators. This detail of fund and corresponding department budgets is represented according to:

- Description of individual programs - a listing of the department, bureaus, offices/divisions, and corresponding functions.
- Performance measures and accomplishments - listing actual performance of the department by program for FY 2006 - 2008 actuals and projected performance for FY 2009 and 2010.
- Summary of resources (projected revenue) and appropriations (proposed expenditures) - total fund budget.
- Detailed information on the staffing compliment of all budgeted positions.
- Line-item detail - provides detail of revenues and expenditures for FY 2005 - 2007 actuals, FY 2008 Approved Budget, FY 2009 projections, and FY 2010 Proposed Budget. Revenue line-items identify specific funding sources. Expenditure line-items are categorized as personnel, operating, capital, debt service, grants, miscellaneous, and transfers.

Appendices

This section provides supplemental information on a variety of topics which are included in the **Glossary of Terms, Glossary of Abbreviated Terms**, and the City's **Approved Budget-Related Ordinances**.

CITY OF HARRISBURG

ORGANIZATIONAL STRUCTURE

The City of Harrisburg has a "Strong Mayor/Council" form of government. The Mayor is the full-time Chief Executive Officer, and City Council Members are the separate, part-time Legislative Body. The Mayor possesses the power to veto legislation. The veto would require a two-thirds vote of City Council to override. As the Chief Executive Officer, the Mayor prepares and submits his budget to City Council for review and approval. Organizationally, this provides the Mayor an institutional focus for planning, programming, and developing policy. In fact, the Mayor clearly and directly has the authority and responsibility to determine public policy relating to financial and administrative matters with appropriate oversight by City Council.

On, or about, March 19 (the anniversary of the City's Incorporation as a City in 1860), the Mayor provides the "State of the City" address at a public event. This address presents the general state of the City's finances and overall economy and describes the policies established in the fiscal year budget approved by the Mayor and City Council. The Administration is charged with the responsibility of carrying out the Mayor's policies as set forth by the Budget and in Executive Orders issued throughout the year. He provides specific direction through monthly Cabinet meetings held on the third Monday of every month, as well as through Executive Orders. The Cabinet meetings are as much a means for cross-communication among members as they are a forum for delegation by the Mayor. There are 20 members of the Cabinet consisting of all department and office directors, certain deputy department directors, and select staff members.

The Mayor, as chief executive, has the sole authority to select, direct, and oversee his Administration. As head of the Executive/Administrative Branch of government, the Mayor appoints the Business Administrator, whose appointment is confirmed by City Council. The Business Administrator is the Chief Administrative and Operating Officer of the City and Chief of Staff. This position is responsible for overseeing mayoral instruction to directors and deputy directors. With a top-down form of management, department/office directors and deputy directors are fully accountable for departmental operations. This includes overseeing supervisory line management to assure that the City's goals and priorities are met.

The formal organizational structure of the City comprises General Government operations and five departments: Administration, Building and Housing Development, Public Safety, Public Works, and Parks and Recreation. The City's administrative focus is the department. The largest organizational component within a department is the bureau. The structural design of the bureau is closely tied to service output or function. Bureaus provide separation of duties within each department. With responsibilities delegated at such a definitive level, many bureaus can be interpreted as local government programs. A further delineation by division/unit emphasizes the distribution of work loads to achieve a specific output. To evaluate this output, the Budget staff has incorporated policy objectives and performance measurements into the budget document to analyze the effectiveness and efficiency of service delivery. Meeting organizational goals and objectives is the ultimate outcome each department is attempting to achieve.

To account for departmental and office fiscal transactions, the City utilizes the fund basis of accounting whereby all governmental activities are accounted for through a series of distinct funds which include reporting entities to control resources and demonstrate compliance with various legal and budget constraints affecting government. The General Fund accounts for all resources not otherwise devoted to specific activities and finances many of the basic municipal functions. Other governmental funds include Special Revenue Funds, Capital Projects Fund, and Debt Service Fund. The City also has an expendable Trust Fund and three Utility Funds. The budget is organized by fund and is further identified by revenue and expenditure detail.

Some departments combine the operations of more than one fund. The Department of Building and Housing Development combines General Fund operations with Community Development Block Grant (CDBG) Fund operations. Additionally, the Department of Public Works combines General Fund and State Liquid Fuels Tax Fund operations with three Proprietary/Utility Fund operations. This is significant because the systems of two Proprietary/Utility Funds, the Water Utility (water distribution system) and the Sewerage Utility (sewerage collection, conveyance and treatment system) are owned by The Harrisburg Authority (THA) but, through management agreements, are operated by the City. Under the agreements, THA provides for capital improvements and finances operations through the establishment of

customer/user fees. The Sanitation Utility Fund also comes under the Department of Public Works but is owned and operated solely by the City.

The Offices of General Government, departments, and bureaus listed below are part of the General Fund with the exception of CDBG operations; Bureaus of Water, Neighborhood Services - Sanitation, and Sewer; and the State Liquid Fuels Tax Fund. Further discussion regarding the departments will involve a summary of the roles of management and supervisory personnel.

General Government encompasses eight offices, which include separate offices for elected officials. The Office of City Council is made up of seven at-large elected members headed by the Council President. The City Clerk provides technical and administrative support to City Council.

The Office of the Mayor is the administrative office for all mayoral activities. The Mayor, who is elected at-large, is the highest ranking official. Mayor's Office personnel include an Executive Assistant, an Assistant to the Mayor/Director of Communications, a Special Assistant, and one additional Assistant, who conduct the day-to-day business of this office.

The City Controller and the City Treasurer are part-time at-large elected officials. Each has an office to provide required public service. Both have full-time deputies who are delegated to carry out daily operations.

The Office of the City Solicitor, also referred to as the Law Bureau, is headed by the City's Chief Counsel, the City Solicitor, who is appointed by the Mayor and confirmed by City Council. This Office ensures that the policies adopted and actions taken by the Mayor and City Council fall within the limitations and authorities prescribed by federal, state, and local statutes and ordinances. Assisting the City Solicitor is the Deputy City Solicitor, Assistant City Solicitor, and support staff.

The Harrisburg Human Relations Commission consists of nine unpaid persons appointed by the Mayor and confirmed by City Council. An Executive Director, responsible to the Commission, operates an office for promoting fair housing and investigating any reports of discriminatory practices.

The Office of the City Engineer, headed by the City Engineer, provides professional engineering services for the maintenance of City streets and utility systems. The Office also ensures the construction of City streets and utility systems are in accordance with City ordinance, state laws, and sound engineering practices. This office also maintains the City's GIS System and the official real estate registration for the City.

The Mayor's Office for Economic Development and Special Projects, headed by a Director, implements the economic development plan of the Administration. This plan emphasizes Minority and Women Business Enterprise and Business/Industrial Development. A Deputy Director acts as the Contract Compliance Officer, and carries out other specific functions of the plan. The Director also oversees any special projects that will provide leadership for diverse long-term projects undertaken by the City.

The Department of Administration works with the Mayor to establish and uphold policy by overseeing the administrative management and supervision of all City departments. The Chief of Staff/Business Administrator and the Deputy Chief of Staff/Deputy Business Administrator oversee the department directors, deputy directors, and bureau directors to assure the proper administration of their operations, and are responsible for the negotiation of all three collective bargaining contracts. The Finance Director serves as Director of Financial Management, directing the Accounting, Budget, and Purchasing Offices with the assistance of three office managers and is responsible for administering Debt Service, General Expenses, and Transfers to Other Funds as well as the City's insurance, workers' compensation, and loss control programs. The Bureau of Information Technology is headed by an Acting Director and oversees all of the City's information and communication systems. The Bureau of Human Resources, headed by a Director, manages the City's human resource operation which includes payroll processing, maintenance of personnel records, recruitment, and administering the City's benefits programs. The Bureau also participates in the negotiation of collective bargaining contracts. The Bureau of Operations and Revenue, headed by a Director, is responsible for the billing and processing of property and mercantile taxes and utility revenue, and collection activities on delinquent accounts. In order to carry out these functions, the Director is assisted by a Tax and Enforcement Administrator and an Operations Manager.

The Department of Building and Housing Development is headed by a Director, who oversees all efforts to maintain and improve our neighborhoods and promotes business and residential development throughout the City, and is accountable for all CDBG Programs. The department has two Deputy Directors. The first deputy serves as the Deputy Director of the Bureau of Planning and is primarily responsible for promoting orderly development throughout the City. Additional management staff includes a Current Planner and an Urban Planner. The second deputy administers the day-to-day activities of the Bureau of Inspections and Codes Enforcement. This bureau initiates all zoning and building inspection efforts of the City. Additional management staff includes an Assistant Codes Administrator and a Health Officer.

The Department of Public Safety consists of the Bureaus of Police and Fire. The Mayor is the Director of this department. Although the Police Chief and Fire Chief attend the Mayor's cabinet meetings, they also meet separately with the Mayor and the Chief of Staff/Business Administrator weekly to discuss and address current public safety issues.

The Bureau of Police is headed by the Police Chief and three captains. These positions are all classified as management. Uniformed officers under the rank of captain are not classified as management personnel. Lieutenants, sergeants, and corporals fulfill supervisory roles. The three captains head the Uniformed Patrol, Criminal Investigation, and Technical Services divisions. Within these divisions, additional organizational components exist. Several of these sections or units carry out specified police activities. The variety of police operations and the number of approved personnel make it the largest and most complex bureau in the City's organization. The Police Accreditation Program accounts for some of the structural delineations in this bureau because many stipulations for accreditation require appropriate separation of duties.

The Bureau of Fire, headed by a Fire Chief and two Deputy Fire Chiefs, maintains four fire houses and a large complement of fire fighting apparatus with full-time personnel to support these facilities. Other personnel are uniformed firefighters, some of whom are assigned to specific details such as fire safety and fire inspection.

The Department of Public Works consists of four General Fund bureaus, three Utility Funds, and a Special Revenue Fund: Office of the Director, Neighborhood Services - City Services, Vehicle Management, Building Maintenance, Water, Sanitation, Sewerage, and the State Liquid Fuels Tax Fund. Many of the services provided by the Department of Public Works require a twenty-four hour, seven-day-per-week schedule. The crucial utility infrastructure services which are maintained around the clock include water and sewerage facilities, traffic signal engineering, and general management of City streets in the event of an emergency. The Office of the Director oversees the entire operation of Public Works and serves as an advisor to the Mayor regarding any serious conditions, thus promoting a concerted effort within the Administration to cope with unforeseen problems. The Director also coordinates efforts between THA and the City on all issues related to water and sewerage system operations.

The Public Works Director is assisted by two Deputy Directors. The first deputy serves as the Deputy Director for Public Works Operations and is primarily responsible for the operation of Neighborhood Services, Sanitation and special assignments as requested by the Director. The second deputy is the Deputy Director of the Bureau of City Services, which is comprised of City Services, Sanitation, and the State Liquid Fuels Tax Fund. The Bureau of City Services manages the City's street and sewer line maintenance and repairs and, in addition, performs leaf collection, debris removal, demolition, and related duties, maintains 91 signalized intersections, streetlight repair, and the installation of all traffic control signs within the City. In order to carry out these functions, the Deputy Director is assisted by a Deputy Director of Neighborhood Services, who supervises the twenty-six member work crew and a twenty-eight member sanitation crew that is funded from the Sanitation Utility Fund. The Bureau of Vehicle Management, managed by a Director, services all City vehicles and vehicular equipment. The Director of the Bureau of Building Maintenance supervises the staff charged with the upkeep of the City Government Center Complex as well as the Duplication Center.

As mentioned earlier, three utility funds are also part of the Department of Public Works. The Water Utility Fund (Bureau of Water) consists of three divisions: Administration, Distribution, and Operations/Maintenance. The Bureau Director oversees the entire water system operation. Two superintendents manage the infrastructure details and an Administrator of Water Quality operates the laboratory. The Sanitation Utility Fund (Bureau of Neighborhood Services - Sanitation) has a twenty-eight member crew, and as noted earlier, is managed by a Deputy Director. The Sewerage Utility Fund (Bureau of Sewerage) consists of four divisions: Administration, Operations, Maintenance, and Field Maintenance. As noted earlier, the Public Works Director oversees this bureau with the assistance of three supervisors.

The Director of the Department of Parks and Recreation oversees all parks and recreation operations, including coordination and marketing of special events, park planning and development, park security, and the publication of a periodic recreational guide. The Director of the Bureau of Recreation manages all recreational activities for the City. The Director of the Bureau of Parks Maintenance directs the maintenance of parks and other public open spaces throughout the City.

Prior to January 2, 2007, the City's Department of Incineration and Steam Generation managed The Harrisburg Authority's (THA) Incinerator/Resource Recovery Facility. On January 2, 2007, THA turned over management of the Facility to a private operator, Covanta Energy. This Facility serves as the City's municipal solid waste (MSW) disposal site, MSW Incinerator, steam generator, and electrical production facility. The steam produced is sold for use in homes and businesses and to produce electricity. This alternative energy generation through the combustion of MSW reduces dependence on foreign fuel sources. In 2003, the incinerator units were shut down and the Facility was retrofitted, becoming operational, once again, in 2006.

The retrofitted Harrisburg Incinerator utilizes state of the art technology to meet all current Pennsylvania Department of Environmental Resources and Environmental Protection Agency criteria required for such a Facility. The Department of Incineration and Steam Generation is no longer part of the City's budget, however certain historical financial information is included in this budget for 2005, 2006, and 2007 for purposes of comparison.

The City is unique in providing a full array of services including utility operations. Many cities with similar demographics do not have the resources to carry out these complicated operations. Harrisburg has used an entrepreneurial approach to solving problems resulting in substantial new energy and non-tax revenue for the City while meeting public needs. Through improved efficiencies and productivity, the Administration intends to expand services where necessary and minimize costs.

BUDGET AND FINANCE

SCOPE OF THE BUDGET

The budget for the City of Harrisburg is a multifaceted document that expresses spending policy for the fiscal year, illustrates a resource allocation plan for the Administration to implement, describes the services provided, and provides a means of communication between citizens and elected officials.

The budget spells out a management strategy through specific objectives designed to provide the best services at the most efficient cost. With regard to the delivery of services, these objectives must produce measurable results as key indicators of the effectiveness and efficiency of government policies and programs. Programs must be evaluated every year to determine their legitimacy since limited resources must be allocated between existing programs and the need for new ones. Also, the success of programs and the efficiency with which policy goals are met constitute two performance measures by which managers are evaluated for tenure and annual salary increases.

Interplay between elected officials and input from citizens via budgetary hearings and public access to the budget, further enhances the democratic process involved in the public programming and financing. Elected officials, who experience a wide range of pressures and competing interests, must take the initiative to hold the line on budget growth. As the chief executive, the Mayor is at the center of the budgeting process, commanding a comprehensive perspective on disparate interests. It is the Mayor who takes the lead in determining budgetary policies within an environment of competing priorities and limited local government resources. City Council then examines the Mayor's proposed budget and has the opportunity to make amendments before approving it in final form.

In summary, the budget is a policy instrument, a financial plan, an operations guide, and a communicative device. The true art of budgeting reflects a combination of leadership, independent judgment, competent administration, and cooperation between the various branches of City government.

BUDGET PROCESS

The budget for the City is compiled by the Bureau of Financial Management's Office of Budget and Analysis. The fiscal year for the City of Harrisburg is January 1 to December 31. The actual budget preparation process gets underway in late August. One important element of this process is a cooperative effort between the Bureau of Financial Management and Bureau of Information Technology which produces the Position Control Salary Projection reports for all funds. This salary information is vital in preparing personnel projections because it incorporates proposed management increases and bargaining unit contractual increases. Such personnel data greatly assists department directors in determining salary costs for the budget requests.

During the last week of August, the Budget Preparation Manual is distributed to all department heads/bureau chiefs for use in establishing expenditure requests. The City has historically used an incremental budget technique in arriving at the requested figures. Incremental budgeting emphasizes changes in the costs of providing City services based on competing priorities. To evaluate these priorities, department directors/bureau chiefs examine historical trends of line-item costs using a five-year cost analysis to determine the needs of the department or office for the forthcoming year. The department's requests are input onto computerized budgetary spreadsheets that categorically incorporate requests into a singular format, distinguishing expenditures in the following manner: Personnel, Operating, Capital Outlay, Debt Service, Grants, Transfers, and Non-Expenditure Items. Once all the data is prepared, it is submitted electronically to the Office of Budget and Analysis. The Office of Budget and Analysis reviews all requests for accuracy and completeness and submits them to the Chief Of Staff/Business Administrator. Subsequent to the Chief Of Staff/Business Administrator's review, the draft and recommendations are forwarded to the Mayor for his review. In early October, mayoral budget hearings are held with each department as forums where department directors can substantiate their expenditure projections and justify their requests.

Forms are prepared and submitted to all department directors for use in developing projections for anticipated revenues for the ensuing year. This step usually occurs around the beginning of September. The Office of Budget and Analysis prepares the revenue projections for presentation to the Mayor, who will evaluate the budget gap between revenue projections and expenditure requests. The Mayor meets with the Budget staff to determine the most viable

means to balance the budget. Generally, two or three lengthy sessions are required before the budget is balanced and decisions regarding revenue and expenditure proposals are incorporated into the proposed budget document.

Pursuant to the City's Administrative Code, the Mayor's Proposed Budget is presented to City Council at the last legislative meeting in November, at which time the document becomes available to the public.

During Budget and Finance Committee meetings, set by City Council, all offices/departments present to Council an estimate of the revenues and expenditures required to provide public services during the ensuing fiscal year.

City Council then makes appropriations and adopts the budget by ordinance no later than December 31. During the month of January following a municipal election, however, City Council may amend the budget with proper notice for public inspection of the proposed budget amendment. Any amended budget ordinance must be adopted by City Council before the 16th day of February. Within 15 days after the adoption of the budget ordinance, a copy of the same must be filed with the Commonwealth of Pennsylvania, Department of Community and Economic Development.

BUDGET CALENDAR

August-September	<ul style="list-style-type: none"> • Prepare and distribute expenditure request preparation manuals • Prepare and distribute revenue project manuals • Update title and divider pages, table of contents, and organization charts • Compile expenditure requests returned from office/department directors
September-October	<ul style="list-style-type: none"> • Update the Budget and Finance section • Design cover for Budget • Prepare photo layouts • Develop revised revenue and expenditure projections based on Mid-Year • Fiscal Report projections and actual activity to date • Mayoral budget hearings and review process with department directors • Update and distribute narrative and performance measurement preparation manuals • Update narratives and performance measurements as submitted by office/department directors
October	<ul style="list-style-type: none"> • Prepare a preliminary Summary statement of projected revenues vs. proposed expenditures • 1st and 2nd rounds of budget review with Mayor and Office of Budget and Analysis staff • Update Budget Summary section
November	<ul style="list-style-type: none"> • Final revision and proofreading of Mayor's Proposed Budget • Compiling, printing, and binding of Mayor's Proposed Budget • Mayor's Proposed Budget presented to City Council
December	<ul style="list-style-type: none"> • Councilmanic budget hearings and adoption
January-March	<ul style="list-style-type: none"> • Final revisions, printing, binding, and distribution of the Approved Budget

REVENUE PROJECTIONS

Using actual and projected data, various analyses are performed by the Bureau of Financial Management to project revenues. Revenue estimates are based on four different projection methods which incorporate growth rates over the previous ten years, current year receipts, collection rates where applicable, and important input from department directors and the Bureau of Operations and Revenue. Each projection method is tested against actual prior year revenues to determine validity. This validity test is conducted at the revenue line-item (detail) level, and only the projection methods deemed valid are utilized. In addition, unusual circumstances and one-time revenue sources are given appropriate consideration

REVENUE PROJECTION METHODS

Method 1:	10-year Average Growth Rate x 2008 Actual Revenues at December 31, 2008
Explanation	The ten-year average growth rate from 1999-2008 multiplied by the 2008 actual revenues is used as a projection for the 2009 revenues. By utilizing the average growth rate for an additional year, the 2010 revenues are projected.
Method 2	2009 Actual Revenues at August 31, 2009 / 8 months x 12 months
Explanation	A monthly average of current year revenues is calculated based on eight months of receipts, which are then annualized to project current year revenues. Based on revenue trends and this method of projection for 2009 revenues, 2010 revenues are projected.
Method 3	2009 Actual Revenues at August 31, 2009 / (2008 Actual Revenues at August 31, 2008 / 2008 Actual Revenues at December 31, 2008)
Explanation	A percentage of 2008 revenues are determined from revenue receipts at August 31, 2008. The 2009 actual revenues at August 31, 2009, are divided by the percentage collected at August 31, 2008, to project revenues for 2009. By reviewing revenue trends in conjunction with this method of projection for 2009 revenues, the 2010 revenues are projected.
Method 4	Percentage of 2008 Revenue Budget Collected at December 31, 2008 x 2009 Budget
Explanation	2009 revenues can be projected by multiplying the percentage of 2008 Budget which was collected at December 31, 2008, times the 2009 Budget. By reviewing the historical actuals to budget ratios, assumptions can be determined to assist in 2010 revenue projections.

PERFORMANCE MEASUREMENTS

A Performance Program Budget (PPB) system utilizes specific program objectives to produce a desired output. The City currently does not present a formal programmatic budget; however, many aspects of the existing budget emulate the strategy of PPB. A program is a primary function of government which identifies clearly the delivery of a particular service to the taxpayers. The bureaus, divisions, and units actually represent individual City programs. An important exercise in preparing a PPB is determining performance measurements to meet specific program objectives.

The purpose of preparing performance measurements is to quantitatively determine the effectiveness and efficiency of departmental programs. The budget is the resource allocation plan for the City, and it identifies the financial input necessary to meet departmental objectives. Performance measurements, or indicators, measure the level of output against the input of budgeted funds. The end result should be to minimize the resources or dollars utilized to achieve a specified level of output.

From a policy standpoint, these measures can provide data to decision-makers to assist them in providing better services to citizens at the least possible cost. They also can provide direction in appropriating available resources, identifying areas of service which may require more resources, and addressing strengths and weaknesses in achieving the objectives of the services being provided.

Performance measurements are based on a management objective established by the department director. These measurements concentrate on the performance of the entire bureau or division, not on an individual's performance. The activities measured are those required to meet the overall objective of the department/bureau. If the measured activity achieves most of its objectives and receives a highly satisfactory rating, then it is considered to be effective.

The 2010 Budget includes data measuring a department's performance. This data provides 2006, 2007, and 2008 actual data, 2009 estimates, and 2010 projections. An overview of the accomplishments for each program has been included for 2008, the most recent year for which actual data was available. Since the 2009 actual measurement data was not complete before the preparation of this document, department directors provided estimates. Using 2006, 2007, and 2008 actual data, and 2009 estimated data, department directors were able to determine 2010 projected measurements. In addition to analyzing historical trends, management evaluates all relevant changes which could affect performance output.

Since the City's management reserves the right to establish goals and objectives to determine the cost of service delivery, quantitative analysis of City services assists management in providing the best possible service at the least possible cost. It is hoped in the future that citizen surveys can become part of performance measurements to determine taxpayer satisfaction. Given the limited resources of time and staffing, such a survey is currently impractical. To some degree, however, the election process itself is an indication of taxpayer satisfaction.

BUDGETARY ACCOUNTING AND CONTROLS

A City Council ordinance establishes the annual budget for the General Fund, Special Revenue Funds, Debt Service Fund, and Proprietary (Utility) Funds. Budgets for all funds are prepared on a cash basis with respect to revenues and on an items vouchered basis with respect to expenditures. Some Special Revenue Funds are exempted from legally adopted budgetary requirements, such as Grant Programs Fund, Capital Projects Fund, and Expendable Trust Funds

More than 125 different grant programs accounted for in the Grant Programs Fund are administered under project budgets determined by contracts with state and federal grantor agencies. Effective expenditure control is achieved in the Capital Projects Fund through bond indenture provisions. Control over spending in the Expendable Trust Fund is achieved by the use of internal spending limits.

The Business Administrator may authorize budgetary transfers of less than \$20,000 within the most restrictive category set forth in the budget ordinance. Transfers in excess of \$20,000 within the most restrictive category set forth by the budget ordinance or any transfer from any Personnel Services allocation require approval of City Council. In the absence of budgeted financing, City Council may approve a supplemental appropriation from undesignated fund balances. Unencumbered appropriations lapse at year end.

The City maintains budgetary controls to ensure compliance with legal provisions embodied in the annual appropriated budget. The appropriations are authorized by ordinance at the fund level with the exception of the General Fund, which is appropriated at the functional office or department level. Within the General Fund, the Department of Administration has separate budgets for administration and general expenditures. Beginning in 2009, appropriations were further delineated at the line item level then at the previous major categorical level. This is now the new legal level of budgetary control. Administrative control is maintained through more detailed line-item budgets. The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control.

Encumbrances:

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the governmental and proprietary fund types. Encumbrances outstanding at year end do not constitute expenditures or liabilities, but are reappropriated in the succeeding year. The City records such encumbrances as reservations of fund balance in governmental funds which have fund balances at year end. Encumbrance accounting is used in proprietary fund types as a tool for budgetary control, but reserves are not reported. The subsequent year's appropriations provide authority to complete the transactions as expenditures.

FINANCIAL INFORMATION

The management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that assets are protected from loss, theft, or misuse and that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

Independent Audit:

The City's Administrative Code requires an annual independent audit of the books of account, financial records, and transactions of the City by an independent certified public accounting firm. In addition, various bond indentures also require such an audit.

In addition to meeting the requirements set forth above, the audit has also been designed to comply with the Single Audit Act of 1984 and related OMB Circular A-133. The independent auditor's report on the basic financial statements, along with the combining and individual fund statements and schedules, is included in the financial section of the City's Comprehensive Annual Financial Report. The independent auditor's reports related specifically to the single audit are included in a separately issued single audit document.

Single Audit:

As a recipient of federal and state financial assistance, the City is also responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. The internal control structure is subject to periodic evaluation by management and internal audit staff of the City.

As part of the City's single audit, tests are made to determine the adequacy of the internal control structure, including that portion related to federal financial assistance programs and the City's compliance with applicable laws and regulations.

Audit Committee:

During 2007, the City of Harrisburg established an Audit Committee to provide independent review and oversight of the City's financial reporting processes, internal controls, and annual audit. The City's independent auditor now reports directly to the Audit Committee, versus management as in prior years. The Committee is made up of five voting members and the Budget and Finance Chair, or his/her designee, as an ex officio sixth non-voting member. Three members must be well-versed in accounting procedures and one member must be a CPA. No City employee may serve as a member of the Committee, with the exception of the ex-officio Budget and Finance Chair or his/her designee.

Cash Management:

The City's current investment policy is to minimize credit and market risk while maintaining a competitive yield on its portfolio. All cash which is temporarily idle is invested in interest bearing demand deposits, repurchase agreements, or statewide money market funds, thereby increasing the average yield on idle funds. A significant portion of the City's cash and investments is maintained in bank trust accounts under the management of trustees.

An ordinance of City Council requires that all deposits be held in insured, federally regulated banks or financial institutions and that all amounts in excess of federal insurance be fully collateralized in accordance with a state statute which requires banks to pledge a pool of eligible assets against the total of its public funds on deposit.

Basis of Accounting:

Although the annual budget is prepared on a cash basis with respect to revenues received and on an items vouchered (invoiced) basis with respect to expenditures incurred for all funds, the Governmental Funds and Expendable Trust and Agency Funds are reported on the modified accrual basis of accounting for financial statement purposes. Revenues of these funds are recognized in the year in which they become both measurable and available within 60 days after year end to pay current year liabilities. The major revenue sources accrued by the City include real estate taxes, intergovernmental revenue, departmental earnings, and investment income. Revenues from other sources are recognized when received. Expenditures are generally recognized in the year the related fund liability is incurred. Principal and interest on general long-term obligations are recognized when due. Prepaid items and inventory purchases are reported as expenditures in the year the items are used. Expenditures for claims, judgments, compensated absences, and employer pension contributions are reported as the amount accrued during the year that normally would be liquidated with expendable available financial resources.

The accrual basis of accounting is utilized by proprietary fund types for financial statement reporting purposes. Under this method, revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred.

BUDGET SUMMARY

RESOURCE ALLOCATION

The following Resource Allocation chart lists resources and appropriations for each fund and provides a grand total for all City resources. The accounts of the City are organized on the basis of fund(s), each of which is considered to be a separate accounting entity. These funds are the General Fund, Special Revenue Funds (State Liquid Fuels Tax Fund and the Community Development Block Grant Fund - Entitlement FY 2009), Debt Service Fund, and three utility funds. The City of Harrisburg has established the following utility funds: the Water Utility Fund, the Sanitation Utility Fund and the Sewerage Utility Fund. Although each fund is accounted for independently, the proper cooperation and interaction among all funds contribute to the overall effective and efficient management of City government.

GENERAL FUND

The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

SPECIAL REVENUE FUNDS

Special Revenue Funds are defined as those funds used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

State Liquid Fuels Tax Fund:

The State Liquid Fuels Tax Fund is used to account for State aid revenue for maintaining, building, and improving City roads and bridges in accordance with policies and procedures of the County Liquid Fuels Tax Act of 1931 and the Liquid Fuels Tax Act 655 of 1956 of the Commonwealth of Pennsylvania.

Community Development Block Grant Fund:

The Community Development Block Grant Fund is used to account for the revenues and expenditures of the Federal Community Development Block Grant Entitlement Program.

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources, principally transfers from the General Fund and State Liquid Fuels Tax Fund, and proceeds from the sale or use of City assets, for the payment of general long-term debt principal, interest, and related costs.

UTILITY FUNDS

Utility funds (also termed enterprise or proprietary funds) are used by a governmental entity to account for services provided to the general public on a user charge basis.

Water Utility Fund:

The Water Utility Fund is used to account for the revenues and expenses associated with the provision of water service to residential, commercial, and industrial establishments of the City as well as several municipalities surrounding the City.

Sanitation Utility Fund:

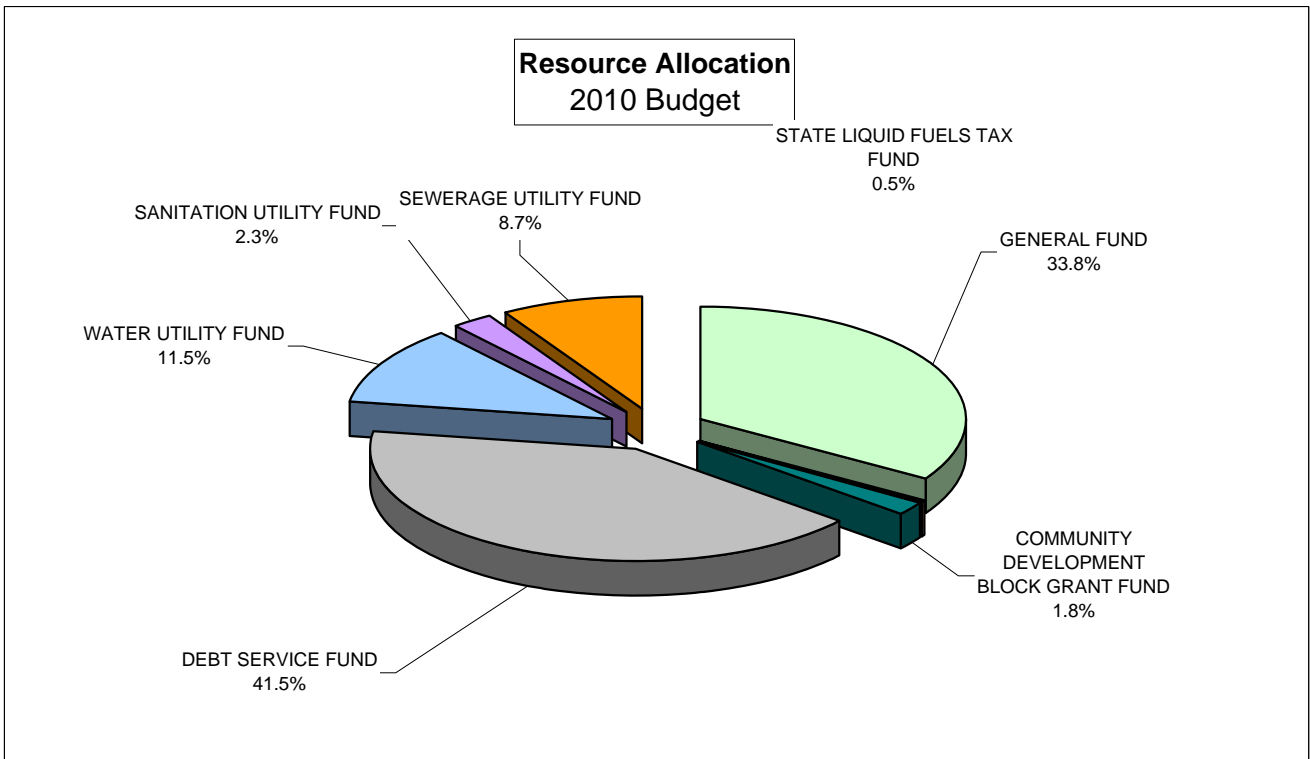
The Sanitation Utility Fund is used to account for the revenues and expenses associated with the provision of refuse collection and disposal services to residential, commercial, and industrial establishments of the City.

Sewerage Utility Fund:

The Sewerage Utility fund is used to account for the revenues and expenses associated with the provision of sewerage service to residential, commercial, and industrial establishments of the City, as well as six municipalities surrounding the City.

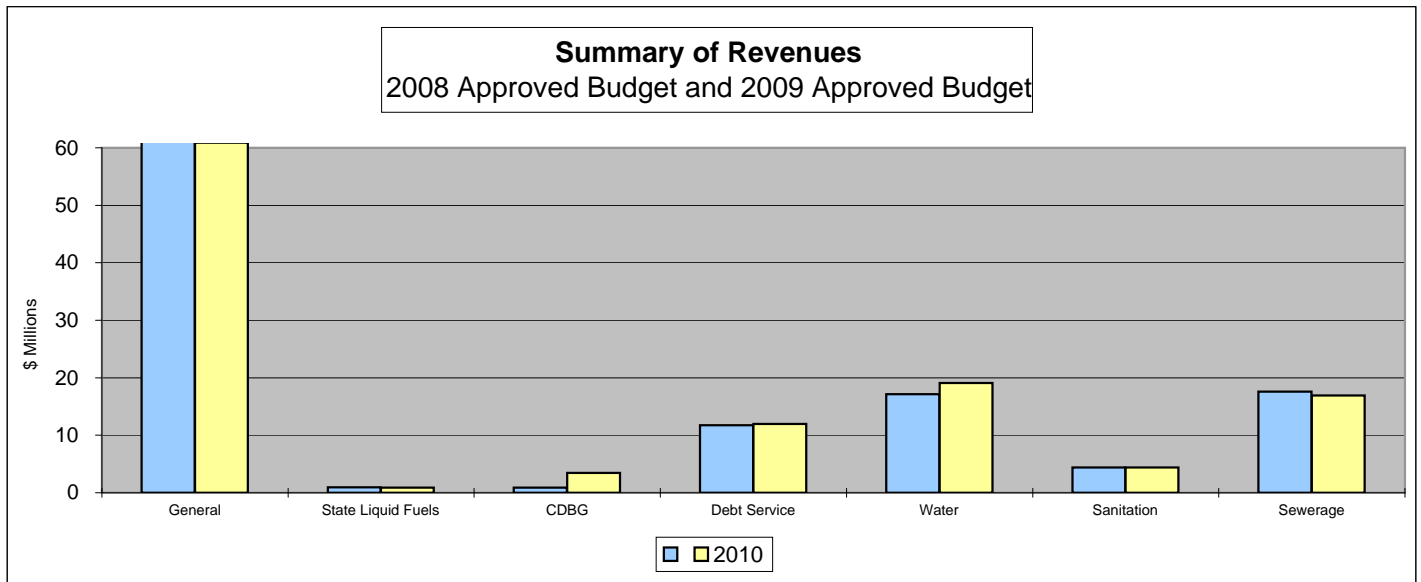
RESOURCE ALLOCATION
2010 BUDGET

RESOURCES		APPROPRIATIONS	
GENERAL FUND	65,676,355	GENERAL FUND	65,676,355
STATE LIQUID FUELS TAX FUND	915,443	STATE LIQUID FUELS TAX FUND	915,443
COMMUNITY DEVELOPMENT BLOCK GRANT FUND	3,477,182	COMMUNITY DEVELOPMENT BLOCK GRANT FUND	3,477,182
DEBT SERVICE FUND	80,502,598	DEBT SERVICE FUND	80,502,598
WATER UTILITY FUND	22,267,863	WATER UTILITY FUND	22,267,863
SANITATION UTILITY FUND	4,409,700	SANITATION UTILITY FUND	4,409,700
SEWERAGE UTILITY FUND	16,902,040	SEWERAGE UTILITY FUND	16,902,040
TOTAL RESOURCES	194,151,181	TOTAL APPROPRIATIONS	194,151,181



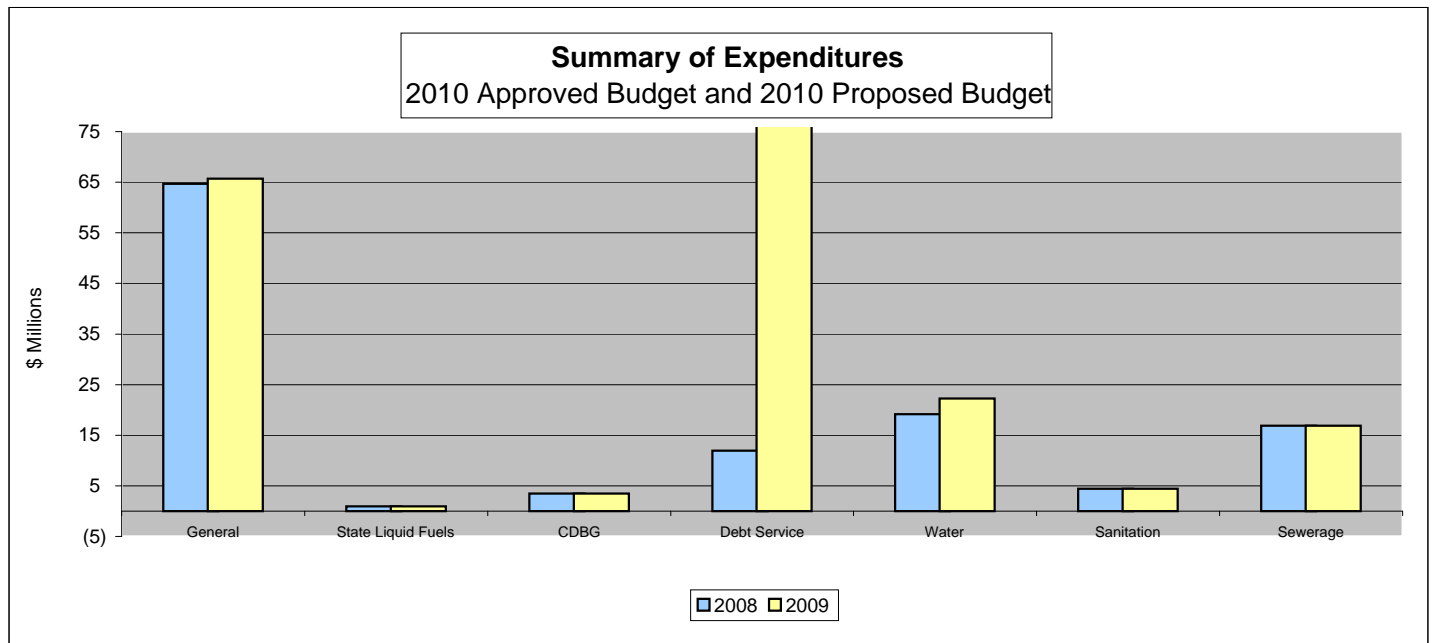
SUMMARY OF REVENUES
2010 BUDGET

FUND	2009 ACTUAL	2010 APPROVED BUDGET	2010 PROPOSED BUDGET	PROPOSED- APPROVED INCREASE/ (DECREASE)	PROPOSED- APPROVED CHANGE
GENERAL FUND					
Real Estate Taxes	15,657,718	16,170,617	19,003,832	2,833,215	14.91%
Transfer Taxes	400,913	444,504	444,504	0	0.00%
Hotel Taxes	515,000	685,692	685,692	0	0.00%
Occupational Privilege Taxes	469	0	0	0	N/A
Local Services Taxes	2,353,198	2,938,389	2,400,000	(538,389)	-22.43%
Earned Income Taxes	3,444,832	3,442,534	3,442,534	0	0.00%
Mercantile/Business Privilege Taxes	4,190,462	4,072,429	4,072,429	0	0.00%
Departmental Revenues	21,699,728	16,843,139	20,425,021	3,581,882	17.54%
Fines and Forfeits	1,740,861	2,527,536	2,127,536	(400,000)	-18.80%
Business Licenses and Permits	1,740,861	622,477	622,477	0	0.00%
Interest Income	127,615	155,634	155,634	0	0.00%
Property Income	19,875	20,800	20,800	0	0.00%
Miscellaneous	906,128	798,547	798,547	0	0.00%
Other Financing Sources	0	0	0	0	N/A
Intergovernmental	7,599,436	8,036,000	7,343,603	(692,397)	-9.43%
Interfund Transfers	2,144,476	1,295,703	1,295,703	0	0.00%
Fund Balance	2,687,265	2,838,042	2,838,043	1	0.00%
TOTAL GENERAL FUND	65,228,837	60,892,043	65,676,355	4,784,312	7.33%
STATE LIQUID FUELS TAX FUND	930,835	915,443	915,443	0	0.00%
COMM. DEV. BLOCK GRANT FUND	915,443	3,477,182	3,477,182	0	0.00%
DEBT SERVICE FUND	11,727,420	11,942,814	80,502,598	68,559,784	85.16%
WATER UTILITY FUND	17,115,088	19,085,981	22,267,863	3,181,882	14.29%
SANITATION UTILITY FUND	4,386,112	4,409,700	4,409,700	0	0.00%
SEWERAGE UTILITY FUND	17,560,706	16,902,040	16,902,040	0	0.00%
TOTAL REVENUE	117,864,440	117,625,203	194,151,181	76,525,978	64.93%



SUMMARY OF EXPENDITURES
2010 BUDGET

FUND	2009 ACTUAL	2010 APPROVED BUDGET	2010 PROPOSED BUDGET	PROPOSED- APPROVED INCREASE/ (DECREASE)	PROPOSED- APPROVED CHANGE
GENERAL FUND					
General Government	3,476,724	3,352,116	3,715,248	363,132	110.83%
Administration	3,816,529	4,511,652	4,614,996	103,344	2.24%
Building & Housing Development	875,133	901,029	762,871	(138,158)	-18.11%
Public Safety	23,227,857	25,028,980	23,610,334	(1,418,646)	-6.01%
Public Works	3,184,262	3,898,689	3,900,840	2,151	0.06%
Parks and Recreation	2,390,016	2,434,011	2,445,853	11,842	0.48%
General Expenses	11,585,571	14,257,971	16,300,292	2,042,321	12.53%
Transfers to Other Funds	11,338,871	10,325,921	10,325,921	0	0.00%
TOTAL GENERAL FUND	59,894,963	64,710,369	65,676,355	965,986	1.61%
STATE LIQUID FUELS TAX FUND	908,922	915,443	915,443	0	0.00%
COMM. DEV. BLOCK GRANT FUND	3,190,867	3,477,182	3,477,182	0	0.00%
DEBT SERVICE FUND	11,949,975	11,942,814	80,502,598	68,559,784	85.16%
WATER UTILITY FUND	8,280,711	19,157,002	22,267,863	3,110,861	13.97%
SANITATION UTILITY FUND	4,737,816	4,409,700	4,409,700	0	0.00%
SEWERAGE UTILITY FUND	17,237,656	16,902,040	16,902,040	0	0.00%
TOTAL EXPENDITURES	106,200,910	121,514,551	194,151,181	72,636,631	68.40%



GENERAL FUND
RESOURCE ALLOCATION SUMMARY
2010 BUDGET

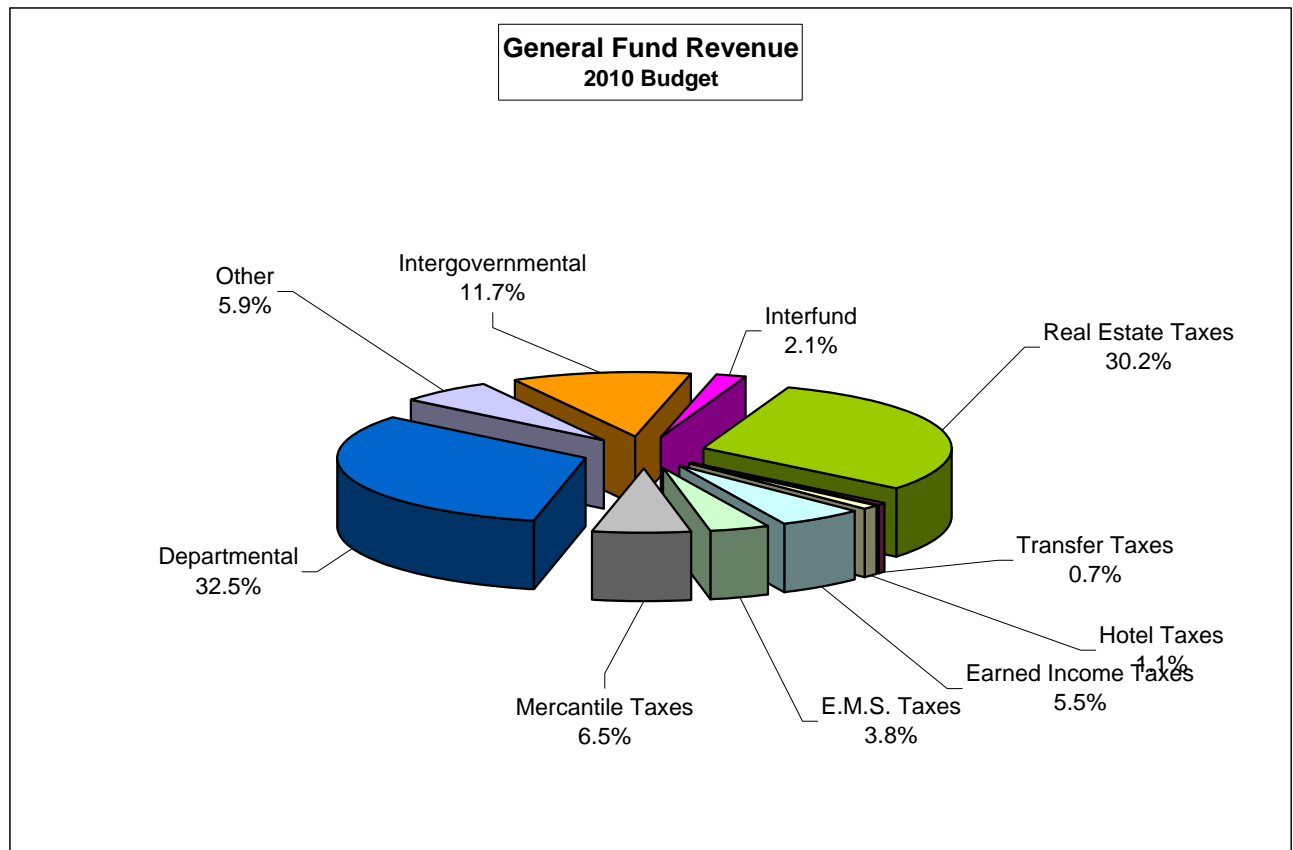
RESOURCES		APPROPRIATIONS	
REAL ESTATE TAXES	19,003,832	GENERAL GOVERNMENT	3,715,248.00
		ADMINISTRATION	4,614,996.00
TRANSFER TAXES	444,504	BUILDING AND HOUSING DEV.	762,871.00
		PUBLIC SAFETY	23,610,334.00
HOTEL TAXES	685,692	PUBLIC WORKS	3,900,840.20
		PARKS AND RECREATION	2,445,853.00
OCCUPATIONAL PRIVILEGE TAXES	0		
LOCAL SERVICES TAX	2,400,000	TOTAL DEPARTMENTS	39,050,142.00
EARNED INCOME TAXES	3,442,534		
MERCANTILE/BUSINESS PRIVILEGE	4,072,429	OTHER:	
DEPARTMENTAL REVENUES	20,425,021	GENERAL EXPENSES	16,300,292.00
FINES AND FORFEITS	2,127,536	TRANSFERS TO OTHER FUNDS	10,325,921.00
BUSINESS LICENSES AND PERMITS	622,477		
		TOTAL OTHER	26,626,213.00
INTEREST INCOME	155,634		
PROPERTY INCOME	20,800		
MISCELLANEOUS REVENUE	798,547		
OTHER FINANCING SOURCES	0		
INTERGOVERNMENTAL REVENUE	7,343,603		
INTERFUND REVENUE	1,295,703		
FUND BALANCE APPROPRIATION	2,838,043		
TOTAL RESOURCES	<u>65,676,355</u>	TOTAL APPROPRIATIONS	<u>65,676,355.00</u>

GENERAL FUND
REVENUE ANALYSIS SUMMARY
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
TAXES						
REAL ESTATE TAXES						
Real Estate Current	12,348,277	14,185,140	14,172,465	14,135,034	14,492,336	17,325,551
Real Estate Prior	523,131	1,616,212	1,756,910	1,522,684	1,678,281	1,678,281
TOTAL REAL ESTATE TAXES	12,871,407	15,801,352	15,929,375	15,657,718	16,170,617	19,003,832
OTHER TAXES						
Transfer Taxes	848,116	850,734	1,056,028	400,913	444,504	444,504
Hotel Taxes	0	0	606,160	515,000	685,692	685,692
Occupational Privilege	6,312	1,555	85	469	0	0
Local Services Tax	3,016,240	2,865,834	1,950,541	2,353,198	2,938,389	2,400,000
Earned Income	3,447,433	3,806,976	3,571,323	3,444,832	3,442,534	3,442,534
Mercantile/Business Privilege	3,861,965	3,848,895	4,237,316	4,190,462	4,072,429	4,072,429
TOTAL OTHER TAXES	11,180,065	11,373,994	11,421,453	10,904,874	11,583,548	11,045,159
TOTAL TAXES	24,051,473	27,175,347	27,350,828	26,562,592	27,754,165	30,048,991
DEPARTMENTAL REVENUES						
Administration	11,750,437	12,310,680	13,662,823	16,125,578	10,298,670	13,580,552
Building and Housing Development	1,066,634	1,581,159	1,369,949	1,002,773	988,830	1,088,830
Public Safety	1,795,956	1,546,397	1,652,202	2,516,654	3,183,539	3,283,539
Public Works	1,944,452	2,128,142	2,301,432	1,960,047	2,253,200	2,253,200
Parks and Recreation	189,930	186,117	99,509	94,676	118,900	218,900
TOTAL DEPT. REVENUES	16,747,408	17,752,495	19,085,915	21,699,728	16,843,139	20,425,021

GENERAL FUND
REVENUE ANALYSIS SUMMARY
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
OTHER REVENUES						
Fines and Forfeits	1,682,258	1,957,069	2,101,558	1,740,861	2,527,536	2,127,536
Licenses and Permits	506,113	514,184	531,042	577,845	622,477	622,477
Interest Income	213,292	276,714	191,505	127,615	155,634	155,634
Property Income	40,398	40,114	251,418	19,875	20,800	20,800
Miscellaneous	1,917,487	1,456,157	1,228,339	906,128	798,547	798,547
Other Financing Sources	7,710,058	500	0	0	0	0
Intergovernmental	7,413,756	8,191,860	8,629,774	7,599,436	8,036,000	7,343,603
Interfund	1,013,518	1,366,615	821,245	2,144,476	1,295,703	1,295,703
TOTAL OTHER REVENUES	20,496,879	13,803,214	13,754,881	13,116,236	13,456,697	12,364,300
GENERAL FUND REVENUES	61,295,760	58,731,056	60,191,624	61,378,556	58,054,001	62,838,312
Fund Balance Appropriation	0	0	0	2,687,265	2,838,042	2,838,043
GENERAL FUND RESOURCES	61,295,760	58,731,056	60,191,624	64,065,821	60,892,043	65,676,355



GENERAL FUND
REVENUE ANALYSIS DETAIL
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
TAXES						
REAL ESTATE TAXES						
CURRENT YEAR LEVY						
Discount Period	9,961,120	11,303,921	11,223,042	10,701,682	10,962,986	13,144,368
Flat Period	1,129,427	1,589,720	1,718,983	1,783,118	1,804,957	2,163,446
Penalty Period	1,188,429	1,383,175	1,325,995	1,750,546	1,768,513	2,119,656
Refund of Prior Year Taxes	0	0	0	0	0	0
TOTAL CURRENT YEAR LEVY	12,278,976	14,276,816	14,268,020	14,235,346	14,536,456	17,427,470
CURRENT YEAR DISCOUNT AND PENALTY						
Discount (2%)	(202,268)	(198,470)	(228,761)	(226,941)	(226,971)	(262,887)
Penalty (10%)	271,569	106,795	133,206	126,629	182,851	160,968
TOTAL DISCOUNT & PENALTY	69,301	(91,675)	(95,555)	(100,312)	(44,120)	(101,919)
TOTAL CURRENT YEAR TAXES	12,348,277	14,185,140	14,172,465	14,135,034	14,492,336	17,325,551
PRIOR YEARS' TAXES						
Tax Liens - Principal	0	0	0	0	0	0
Tax Liens - Interest	0	0	0	0	0	0
Tax Amount - 1st Year Prior	459,580	572,584	716,238	526,621	658,915	658,915
Tax Amount - 2nd Year Prior	662	605,023	646,707	705,273	623,900	623,900
Tax Amount - 3rd & More Prior Years	46,909	289,875	116,124	43,513	94,347	94,347
Penalty & Int - 1st Year Prior	15,652	70,628	91,746	69,785	103,004	103,004
Penalty & Int - 2nd Year Prior	42	74,253	150,574	164,003	151,485	151,485
Penalty & Int - 3rd & More Years	24	3,849	35,521	13,488	46,630	46,630
Tax Amount - Tax Sales	261	0	0	0	0	0
TOTAL PRIOR YEARS' TAXES	523,131	1,616,212	1,756,910	1,522,684	1,678,281	1,678,281
TOTAL REAL ESTATE TAXES	12,871,407	15,801,352	15,929,375	15,657,718	16,170,617	19,003,832
OTHER TAXES						
Transfer Taxes	848,116	850,734	1,056,028	400,913	444,504	444,504
Hotel Taxes	0	0	606,160	515,000	685,692	685,692
OCCUPATIONAL PRIVILEGE TAXES						
Tax Amount - Current Year	0	0	0	0	0	0
Penalty - Current Year	0	0	0	0	0	0
Interest - Current Year	0	0	0	0	0	0
Tax Amount - Prior Years	5,995	1,200	79	467	0	0
Penalty - Prior Years	316	289	6	2	0	0
Interest - Prior Years	0	0	0	0	0	0
O.P.T. Commissions	0	0	0	0	0	0
O.P.T. Commissions Prior Year	0	67	0	0	0	0
TOTAL O.P.T.	6,312	1,555	85	469	0	0
LOCAL SERVICES TAX						

GENERAL FUND
REVENUE ANALYSIS DETAIL
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
Tax Amount - Current Year	2,812,145	2,738,644	1,849,185	1,782,217	2,322,549	1,817,640
Penalty - Current Tax	983	1,364	773	1,023	0	1,043
Tax Amount - Prior Year	214,510	198,649	148,710	598,226	615,500	610,146
Penalty - Prior Year	4,798	4,044	(24,890)	1,461	4,500	1,490
E.M.S. Tax Commissions	(15,977)	(76,590)	(23,004)	(28,671)	(3,100)	(29,241)
Prior Year E.M.S. Commissions	(219)	(277)	(233)	(1,057)	(1,060)	(1,078)
TOTAL L.S.T.	3,016,240	2,865,834	1,950,541	2,353,198	2,938,389	2,400,000
EARNED INCOME TAXES						
Tax Amount - Current Year	3,523,053	3,813,530	3,591,832	3,521,425	3,487,606	3,487,606
Tax Amount - Prior Year	0	0	0	0	0	0
E.I.T. Commissions	(75,621)	(81,345)	(77,551)	(76,593)	(74,172)	(74,172)
Equity Distribution	0	74,790	57,042	0	29,100	29,100
TOTAL E.I.T.	3,447,433	3,806,976	3,571,323	3,444,832	3,442,534	3,442,534
MERCANTILE/BUSINESS PRIVILEGE LICENSES						
Business Privilege - Current Year	170,251	156,080	155,480	164,880	165,500	165,500
Business Privilege - Prior Year	6,280	6,480	14,440	7,480	7,500	7,500
Landlord - Current Year	67,920	71,720	65,200	74,740	70,000	70,000
Landlord - Prior Year	3,360	9,600	6,480	9,080	3,000	3,000
TOTAL BUSINESS LICENSES	247,811	243,880	241,600	256,180	246,000	246,000
MERCANTILE/BUSINESS TAXES						
Current Year Tax	2,471,451	2,467,469	2,623,031	2,655,618	2,665,000	2,665,000
Prior Year Tax	147,833	115,131	300,286	168,791	126,000	126,000
Penalty	40,269	42,124	52,244	52,303	30,000	30,000
Interest	14,372	12,673	27,748	16,307	8,000	8,000
Amusement Tax	251,138	250,834	246,431	253,990	242,000	242,000
Amusement Tax Penalty	1,100	1,420	2,684	3,470	800	800
Parking Tax	644,563	671,660	694,378	731,672	710,000	710,000
Parking License Fee	10,570	11,852	13,486	12,906	12,829	12,829
Parking License Fee - Prior Year	0	1,103	887	200	0	0
Parking License Fee - Interest	3,074	2,716	3,876	3,475	1,800	1,800
General License Tax	29,785	28,035	30,665	35,550	30,000	30,000
TOTAL BUSINESS TAXES	3,614,154	3,605,015	3,995,716	3,934,282	3,826,429	3,826,429
TOTAL MERC./BUS. PRIV.	3,861,965	3,848,895	4,237,316	4,190,462	4,072,429	4,072,429
TOTAL OTHER TAXES	11,180,065	11,373,994	11,421,453	10,904,874	11,583,548	11,045,159
TOTAL TAXES	24,051,473	27,175,347	27,350,828	26,562,592	27,754,165	30,048,991
DEPARTMENTAL REVENUES						

GENERAL FUND
REVENUE ANALYSIS DETAIL
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
ADMINISTRATION						
Water Utility Fund	4,834,270	5,170,000	5,190,790	4,430,807	1,414,458	4,596,340
Grants Fund	64,355	60,000	77,632	92,621	90,000	90,000
Sanitation Utility Fund	958,385	958,385	1,495,046	957,745	957,745	1,057,745
Landfill/Incinerator Utility Fund	0	0	0	0	0	0
Sewerage Utility Fund	5,233,735	5,488,150	6,319,520	10,127,351	7,275,386	7,275,386
Satisfaction Fees	3,122	5,366	1,534	908	672	672
Filing Fee Returns	7,919	4,149	2,310	1,393	989	989
Return of Advanced Costs	0	0	10	0	0	0
Metro	204,499	185,825	162,650	176,575	170,250	170,250
Life Partnership Registry	0	0	0	425	360	360
Liens - Court Costs	483	213	119	30	0	0
Collection Revenue (School)	213,020	204,597	193,720	154,088	192,821	192,821
Collection Fees (School Merc.)	87,962	77,893	99,333	88,255	105,561	105,561
Returned Check Fee	12,478	10,853	10,304	12,808	9,977	9,977
Other Administration Revenue	129,649	134,984	109,096	82,108	79,699	79,699
Documents/Publications - Mercantile	249	9,990	314	235	200	200
I.T. Chargebacks	310	275	445	230	552	552
TOTAL ADMINISTRATION	11,750,437	12,310,680	13,662,823	16,125,578	10,298,670	13,580,552
BUILDING & HOUSING DEVELOPMENT						
Rooming House	(390)	(4,696)	(3,673)	(3,001)	370	370
Appeal Hearing Fees	(1,144)	700	(8,164)	(1,848)	700	700
License Examination Fees	705	0	0	0	0	0
License Renewal Fees	70,827	187,750	200,255	212,120	55,000	55,000
Permit Fees - Electrical	68,061	138,977	113,766	80,556	102,000	102,000
Permit Fees - Plumbing	55,313	56,740	65,040	52,588	60,000	60,000
Permit Fees - Building	513,016	776,804	640,293	361,310	450,000	450,000
Permit Fees - Low Voltage Electric	4,312	4,858	4,497	5,667	9,000	9,000
Permit Fees - Dumpster	5,977	4,100	3,850	3,975	5,000	5,000
Permit Fees - Demolition	13,034	16,228	13,416	13,159	18,000	18,000
Fire Prevention Code	25,364	19,848	22,839	23,489	15,000	15,000
Permit Fees - Special	175	150	481	1,772	2,100	2,100
Fees - Flood Plain Certification	3,347	3,709	2,879	1,567	1,600	1,600
Fees - Buyer Notification	128,725	142,661	97,056	69,075	85,000	85,000
Inspection Services	(646)	(1,515)	(2,060)	(690)	0	0
Emergency Order Liens - Principal	6,575	3,186	25	600	70	70
Emergency Order Liens - Interest	1,468	441	0	0	0	0
Codes Enforcement	0	0	0	0	0	0
Fees - Planning	3,857	19,494	11,784	660	7,000	7,000
Fees - City Health Inspection	63,475	54,931	53,110	62,265	44,000	44,000
Health - State Grant	0	0	0	0	0	0
Health - Federal Grant	0	0	0	0	0	0
Other Health	(105)	0	0	0	0	0
Fees - Zoning Hearing Board	4,375	4,875	15,755	12,285	12,900	12,900
Permit Fees - Zoning	74,819	111,265	93,423	53,990	60,000	60,000
Demolition Liens - Principal	0	0	0	0	0	0
Demolition Liens - Interest	0	0	0	0	0	0
Rental Inspection	24,840	10,095	19,875	28,160	21,000	21,000
Publications and Maps	10	5,030	25	0	0	0
HHA Reimbursement	0	25,000	25,000	25,000	25,000	25,000
Other Community Dev. Revenue	644	528	477	76	90	90
Certified Local Government Grant	0	0	0	0	15,000	15,000
Other Fees	0	0	0	0	0	100,000
TOTAL BUILDING & HOUSING DEV.	1,066,634	1,581,159	1,369,949	1,002,773	988,830	1,088,830
PUBLIC SAFETY						

GENERAL FUND
REVENUE ANALYSIS DETAIL
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
Temp "No Parking" Signs	454	328	356	332	350	350
Fire and Burglar Alarm	42,972	44,666	26,904	25,700	44,000	44,000
Vehicular Extraction Fees	335	300	105	35	200	200
Towing Fees	0	35,296	36,675	32,770	35,000	35,000
Police Investigation Reports	38,591	39,656	43,962	44,964	40,000	40,000
Fire Investigation Reports	7,795	2,284	2,000	1,325	1,500	1,500
Fees - Police Officer Application	0	0	0	0	0	0
Fees - Firefighter Application	4,230	0	0	0	0	0
Meter Bag Rental	134,872	238,465	131,615	258,489	250,000	250,000
ARRA COPS 2009 Grant	0	0	0	0	541,864	541,864
ARRA Energy Block Grant	0	0	0	0	0	0
ARRA Justice Assistance Grant	0	0	0	0	30,000	30,000
GREAT GRANT	0	0	0	0	125,000	125,000
Police On Patrol	0	0	0	0	125,000	125,000
Domestic Violence Grant	15,316	0	0	80,988	0	0
Auto Theft Grant	0	0	0	106,400	52,500	52,500
Academy Grant	0	6,606	0	0	0	0
Weed and Seed Grant	0	0	0	0	20,750	20,750
Cops 2004 Grant	186,094	0	0	400,000	199,000	199,000
Probation/Parole Grant	54,532	2,981	0	252,530	0	0
Counter-Terrorism Grant	0	5,717	0	350,000	0	0
FEMA/USAR Contract	371,857	233,721	361,735	232,105	160,000	160,000
Police Extra Duty Revenue	0	0	0	0	376,775	376,775
State Police Reimbursement	10,993	89,200	67,595	113,815	0	0
Training Grant	0	0	0	0	136,000	136,000
HHA Reimbursement	0	35	0	179,827	290,000	290,000
Other Public Safety Revenue	43,878	33,291	716,281	135,647	130,000	130,000
Fees - Permit Parking	26,316	26,088	28,310	28,884	25,600	25,600
Fines and Costs	90,325	107,900	80,943	88,709	75,000	75,000
Drug Task Force Reimbursement	0	117,455	77,760	97,305	115,000	115,000
Highway Safety Program Reimburse.	0	51,594	60,966	53,444	40,000	40,000
E911 Surcharge	0	53,811	0	13,838	0	0
HSD Reimbursement	752,571	444,896	0	0	350,000	350,000
Dog Licenses	6,529	5,982	5,890	5,501	5,000	5,000
Fees - Booting	8,295	6,125	11,105	14,047	15,000	15,000
Other Fees	0	0	0	0	0	100,000
TOTAL PUBLIC SAFETY	1,795,956	1,546,397	1,652,202	2,516,654	3,183,539	3,283,539

PUBLIC WORKS

Permit Fees - Street Cuts	741	0	0	0	0	0
Permit Fees - Sewer Tappage	1,790	54,456	2,401	3,223	3,500	3,500
VMC Charges - Dauphin County	19,892	26,417	33,283	21,558	31,000	31,000
VMC Charges - THA	0	0	142,878	45,895	37,000	37,000
VMC Charges - Water	64,089	72,998	85,788	63,850	60,000	60,000
VMC Charges - Steelton Borough	58,911	61,852	78,159	33,567	40,000	40,000
VMC Charges - Sanitation	229,755	220,092	248,457	180,993	230,000	230,000
VMC Charges - Incinerator	11,837	0	0	0	0	0
VMC Charges - Sewer/A.W.T.F.	50,949	73,882	54,755	30,289	20,000	20,000
VMC Charges - State Liquid Fuels	158,677	165,369	183,791	144,215	125,000	125,000
VMC Charges - Hbg Parking Authority	15,557	18,425	24,687	13,275	20,000	20,000
VMC Charges - Hbg Redev. Authority	3,631	348	645	433	600	600
VMC Charges - Hbg School District	285,684	276,809	302,319	191,354	250,000	250,000
VMC Charges - Hbg Housing Authority	3,325	4,491	4,652	3,504	5,000	5,000
Sewer Maintenance Charges	784,755	856,202	956,894	925,519	1,000,000	1,000,000
Sewer Maintenance Liens - Principal	21,711	18,302	13,470	4,074	21,000	21,000
Sewer Maintenance Liens - Interest	5,942	3,606	3,429	872	5,000	5,000
Publications and Maps	117	93	129	48	100	100
CDBG Reimbursement - Demolition	225,512	273,994	162,399	294,314	400,000	400,000
Other Public Works Revenue	1,577	805	3,296	3,064	5,000	5,000
TOTAL PUBLIC WORKS	1,944,452	2,128,142	2,301,432	1,960,047	2,253,200	2,253,200

PARKS AND RECREATION

GENERAL FUND
REVENUE ANALYSIS DETAIL
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
Revenue - Pool #1	19,212	18,946	11,766	13,066	11,000	11,000
Revenue - Pool #2	12,389	14,712	7,270	5,842	6,000	6,000
Fees - Shade Trees	269	1,742	300	380	400	400
Fees - Special Parking - City Island	55,447	60,533	43,490	46,960	50,000	50,000
Contribution/Donations	87,938	65,457	18,343	22,752	40,000	40,000
Explore Prog. Reimb. from HSD	0	19,964	0	0	0	0
Publication Advertising	8,652	4,685	18,137	4,908	8,000	8,000
Recreation Publications	0	0	0	0	0	0
Other Parks and Recreation Rev.	6,021	78	203	767	3,500	3,500
Other Fees	0	0	0	0	0	100,000
TOTAL PARKS AND RECREATION	189,930	186,117	99,509	94,676	118,900	218,900
TOTAL DEPARTMENT REVENUE	16,747,408	17,752,495	19,085,915	21,699,728	16,843,139	20,425,021
OTHER REVENUES						
FINES AND FORFEITS						
DJ - Traffic Violations	457,869	528,120	560,517	423,387	485,000	485,000
DJ - Summary Criminal Offenses	116,461	139,878	174,779	137,496	162,500	162,500
DJ - Codes Violations	70,197	117,502	86,212	47,988	60,000	60,000
City Parking Violations	1,014,384	1,171,569	1,280,050	1,131,991	1,820,036	1,420,036
Witness Fees	2,098	0	0	0	0	0
Other Fines and Forfeits	21,249	0	0	0	0	0
TOTAL FINES AND FORFEITS	1,682,258	1,957,069	2,101,558	1,740,861	2,527,536	2,127,536
LICENSES AND PERMITS						
Alcoholic Beverage Licenses	33,950	34,150	30,300	32,100	32,000	32,000
Cable TV Franchise License	472,163	480,034	500,742	545,745	590,477	590,477
TOTAL LICENSES AND PERMITS	506,113	514,184	531,042	577,845	622,477	622,477
INTEREST INCOME						
Savings	58,314	99,171	28,233	4,860	5,444	5,444
Tax Appeal	1,122	1,193	893	432	573	573
Collection System	10	11	9	6	0	0
Education	2,798	13,269	1,199	472	645	645
Transfer Interest	14,247	738	377	223	33	33
E.M.S.Tax Rebate Account Interest	5,678	3,603	909	198	225	225
MOED Loans	83,920	64,537	86,523	79,332	80,500	80,500
PNI Loan Interest	26,119	25,990	18,169	14,807	20,516	20,516
Other Investments	8,442	54,903	49,982	26,310	46,142	46,142
Interest Earnings	0	0	0	0	0	0
Insurance Service	11,898	12,603	4,950	929	1,491	1,491
Insurance Interest - W.C.	0	0	0		0	0
Water System Sale Proceeds	745	696	261	46	65	65
TOTAL INTEREST INCOME	213,292	276,714	191,505	127,615	155,634	155,634
PROPERTY INCOME						

GENERAL FUND
REVENUE ANALYSIS DETAIL
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
Rental Income	15,646	21,000	1,788	1,788	0	0
HPA Rental Income	0	15,600	19,067	13,867	20,800	20,800
Easement Fees	22,402	2,513	16,583	4,220	0	0
Gain on Sale of Fixed Assets	2,350	1,000	213,980	0	0	0
TOTAL PROPERTY INCOME	40,398	40,114	251,418	19,875	20,800	20,800
MISCELLANEOUS						
Reimbursement for Loss/Damage	42,330	120,970	0	0	0	0
Stop Loss Recoveries	1,031,144	517,595	264,473	27,866	0	0
Insurance Reimbursement for Loss	0	98,057	108,191	100,415	87,665	87,665
Contributions and Donations	6,059	860	(19)	0	0	0
Miscellaneous	31,807	3,699	0	0	0	0
Payments In Lieu of Taxes (PILOTS)	422,799	484,975	429,151	420,839	430,003	430,003
Naming Rights	0	0	27,525	0	0	0
Harrisburg Broadcasting Network	58,232	40,193	0	13,675	20,700	20,700
MOSP - Project Development Reimb	0	0	0	0	0	0
Refund of Expenditures	229,245	42,885	97,703	117,588	16,476	16,476
Express Script Rebate	78,721	80,201	107,663	137,190	132,021	132,021
Medicare Part D Program	3,274	37,794	136,488	68,065	94,473	94,473
Miscellaneous Lien - Principal	13,876	28,930	57,164	20,491	17,209	17,209
TOTAL MISCELLANEOUS	1,917,487	1,456,157	1,228,339	906,128	798,547	798,547
OTHER FINANCING SOURCES						
S.W.A.P. Revenue	0	0	0	0	0	0
City Guarantee Fees	0	0	0	0	0	0
Mortgage Refinancing Proceeds	0	0	0	0	0	0
T.R.A.N./Loan Proceeds	7,093,500	0	0	0	0	0
Settlement Recoveries	616,558	500	0	0	0	0
TOTAL OTHER FINANCING SOURCE	7,710,058	500	0	0	0	0
INTERGOVERNMENTAL						
Pension System State Aid	2,829,326	2,881,276	2,590,486	2,511,795	2,500,000	2,500,000
Public Utility Realty Taxes	39,536	35,585	36,288	37,641	36,000	36,000
Capital Fire Protection	1,020,000	1,270,000	1,253,000	1,000,000	1,000,000	1,000,000
HPA Coordinated Parking Agreement	3,524,893	4,005,000	4,750,000	4,050,000	4,500,000	3,807,603
TOTAL INTERGOVERNMENTAL	7,413,756	8,191,860	8,629,774	7,599,436	8,036,000	7,343,603
INTERFUND TRANSFERS						
Capital Projects Fund	0	0	0	400,000	0	0
Trust and Agency Fund	0	0	0	0	0	0
Hydroelectric Dam Fund	74,118	0	0	0	0	0
Sanitation Utility Fund	939,400	1,366,615	821,245	1,744,476	1,295,703	1,295,703
Sewer Utility Fund	0	0	0	0	0	0
TOTAL INTERFUND TRANSFERS	1,013,518	1,366,615	821,245	2,144,476	1,295,703	1,295,703
TOTAL OTHER REVENUES	20,496,879	13,803,214	13,754,881	13,116,236	13,456,697	12,364,300
GENERAL FUND REVENUE	61,295,760	58,731,056	60,191,624	61,378,556	58,054,001	62,838,312
Fund Balance Appropriation	0	0	0	2,687,265	2,838,042	2,838,043
GENERAL FUND RESOURCES	61,295,760	58,731,056	60,191,624	64,065,821	60,892,043	65,676,355

GENERAL FUND APPROPRIATIONS

GENERAL GOVERNMENT

DEPARTMENT OF ADMINISTRATION

DEPARTMENT OF BUILDING AND HOUSING
DEVELOPMENT

DEPARTMENT OF PUBLIC SAFETY

DEPARTMENT OF PUBLIC WORKS

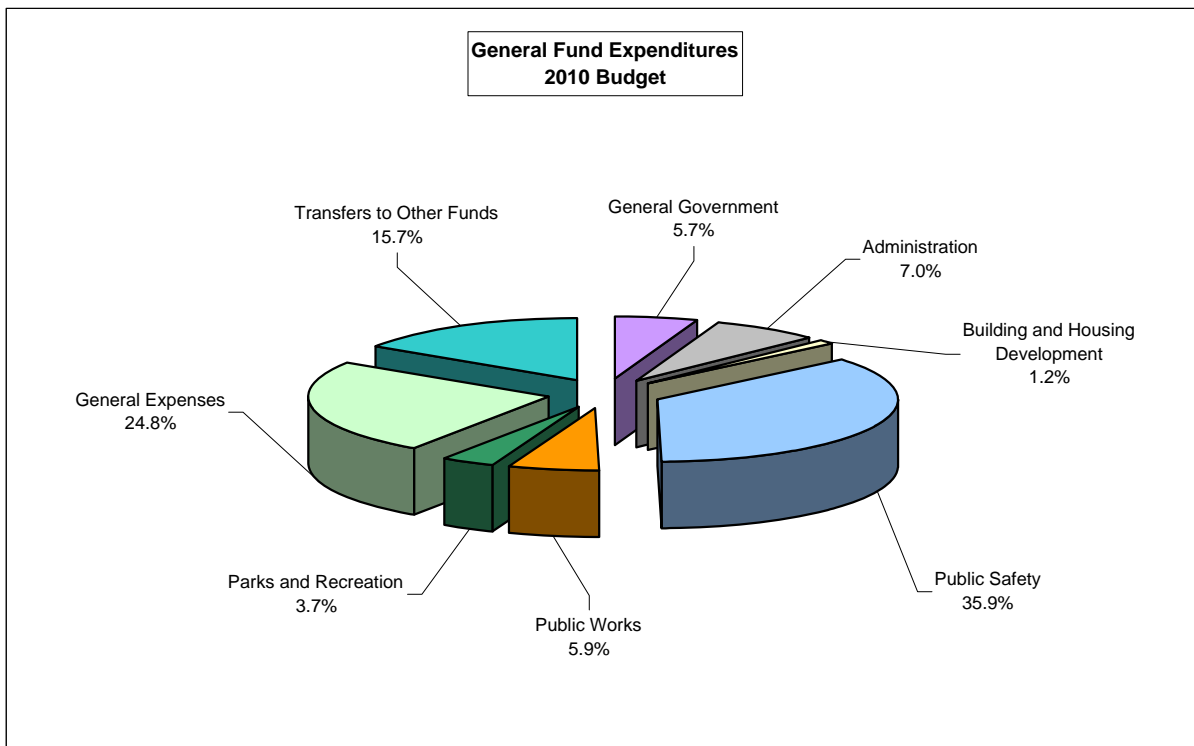
DEPARTMENT OF PARKS AND RECREATION

GENERAL EXPENSES AND
TRANSFERS TO OTHER FUNDS

GENERAL FUND
EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
General Government	4,173,231	4,709,452	4,022,759	3,476,724	3,352,116	3,715,248
Administration	6,962,912	4,539,041	4,466,805	3,816,529	4,511,652	4,614,996
Building and Housing Development	1,102,707	937,369	1,062,065	875,133	901,029	762,871
Public Safety	28,532,420	26,844,918	28,213,063	23,227,857	25,028,980	23,610,334
Public Works	3,893,385	4,059,510	4,104,128	3,184,262	3,898,689	3,900,840
Parks and Recreation	2,839,889	2,739,185	2,681,242	2,390,016	2,434,011	2,445,853
General Expenses	2,959,643	5,625,853	2,795,234	11,585,571	14,257,971	16,300,292
Transfers to Other Funds	8,776,981	6,324,036	10,004,928	11,338,871	10,325,921	10,325,921
TOTAL GENERAL FUND	59,241,168	55,779,363	57,350,224	59,894,963	64,710,369	65,676,355

Personnel Services	38,979,461	37,057,976	37,867,555	40,341,070	41,998,179	41,357,538
Operating Expenses	7,273,174	8,570,664	7,883,382	6,863,826	9,191,586	8,468,213
Capital Outlay	3,126,247	1,083,749	834,190	913,145	1,171,931	1,171,931
Grants	494,814	849,239	759,034	432,235	446,752	446,752
Miscellaneous	590,491	1,893,700	1,136	5,816	1,576,000	3,906,000
Transfers	8,776,981	6,324,036	10,004,928	11,338,871	10,325,921	10,325,921
Non-Expenditure Items	0	0	0	0	0	0
TOTAL GENERAL FUND	59,241,168	55,779,363	57,350,224	59,894,963	64,710,369	65,676,355



EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
GENERAL GOVERNMENT						
<u>0101 OFFICE OF CITY COUNCIL</u>						
Personnel Services	295,090	367,170	325,650	307,085	315,268	317,110
Operating Expenses	52,530	305,353	54,138	61,221	55,250	55,250
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
TOTALS	347,620	672,523	379,788	368,305	370,518	372,360
<u>0102 OFFICE OF THE MAYOR</u>						
Personnel Services	413,307	394,848	397,109	305,515	247,162	472,585
Operating Expenses	29,990	53,232	19,250	23,761	31,350	41,350
Capital Outlay	4,504	4,778	0	3,273	7,000	7,000
TOTALS	447,802	452,858	416,359	332,549	285,512	520,935
<u>0103 OFFICE OF THE CITY CONTROLLER</u>						
Personnel Services	227,304	233,068	229,088	183,202	180,312	189,887
Operating Expenses	5,569	4,272	3,709	2,613	4,450	4,450
Capital Outlay	0	0	0	0	0	0
TOTALS	232,873	237,340	232,797	185,815	184,762	194,337
<u>0104 OFFICE OF THE CITY TREASURER</u>						
Personnel Services	554,986	534,033	509,260	473,255	489,638	489,638
Operating Expenses	94,417	96,140	71,195	67,354	91,990	91,990
Capital Outlay	0	0	0	41,818	41,020	41,020
TOTALS	649,403	630,173	580,455	582,428	622,648	622,648
<u>0105 OFFICE OF THE CITY SOLICITOR</u>						
Personnel Services	332,428	305,218	311,397	221,326	303,423	303,423
Operating Expenses	51,072	27,398	55,756	48,126	173,350	173,350
Capital Outlay	0	0	0	0	0	0
TOTALS	383,500	332,616	367,153	269,453	476,773	476,773
<u>0106 HARRISBURG HUMAN RELATIONS COMMISSION</u>						
Personnel Services	133,867	137,774	126,206	130,936	136,961	136,961
Operating Expenses	16,700	20,322	14,786	17,431	20,770	20,770
Capital Outlay	0	0	0	0	0	0
TOTALS	150,567	158,096	140,992	148,367	157,731	157,731

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
<u>0107 OFFICE OF THE CITY ENGINEER</u>						
Personnel Services	258,368	243,762	218,089	166,419	181,508	159,978
Operating Expenses	280,563	367,648	436,537	424,868	342,590	364,120
Capital Outlay	832,952	659,311	508,097	559,257	394,700	394,700
Grants	0	465,725	345,725	0	0	0
TOTALS	1,371,883	1,736,446	1,508,448	1,150,544	918,798	918,798
<u>0109 BUREAU OF ECONOMIC OPPORTUNITY</u>						
Personnel Services	508,282	362,897	353,792	358,208	283,674	399,966
Operating Expenses	72,484	77,888	42,861	80,463	51,100	51,100
Capital Outlay	(2,508)	1,114	114	594	600	600
Grants/Non-Expenditure Items	11,326	47,500	0	0	0	0
TOTALS	589,583	489,398	396,767	439,264	335,374	451,666
TOTAL GENERAL GOVERNMENT						
Personnel Services	2,723,633	2,578,770	2,470,591	2,145,945	2,137,946	2,469,548
Operating Expenses	603,324	952,253	698,232	725,838	770,850	802,380
Capital Outlay	834,948	665,203	508,211	604,942	443,320	443,320
Grants	11,326	513,225	345,725	0	0	0
TOTAL EXPENDITURES	4,173,231	4,709,452	4,022,759	3,476,724	3,352,116	3,715,248

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
GENERAL GOVERNMENT						
Office of City Council	10.00	10.00	10.00	10.00	10.00	10.00
Office of the Mayor	5.00	5.00	5.00	5.00	4.00	7.00
Office of the City Controller	4.00	4.00	4.00	4.00	4.00	4.00
Office of City Treasurer	11.40	11.40	11.40	10.40	10.40	10.40
Office of City Solicitor	5.00	4.00	4.00	4.00	5.00	5.00
Human Relations Commission	3.00	3.00	3.00	3.00	3.00	3.00
Office of City Engineer	4.00	4.00	4.00	4.00	3.00	3.00
Bureau for Economic Opportunity	8.00	7.00	7.00	6.00	6.00	7.00
TOTAL POSITIONS	50.40	48.40	48.40	46.40	45.40	49.40

The 2006 Approved Budget eliminates a Legal Assistant from the Office of the City Solicitor. In the Human Relations Commission, the vacant Administrative Assistant is reclassified to a Secretary I position. In the 2007 approved budget the Offices of General Government, eliminated two positions. In the Office of City Council, the Legislative Liaison position was reclassified as an Assistant City Clerk. In the Office of the City Solicitor, a Paralegal was eliminated. There were no personnel changes in General Government in the 2008 budget. In 2009 there was an addition of a Civil Engineer/GIS Manager to the City Engineers Office and a elimination of the Civil Engineer in that office. Also the Office of Economic Development eliminated the Secretary position. In the Office of the City Solicitor a Legal Assistant was transferred from the Sewer Fund and an Assistant City Solicitor was eliminated. In the Office of the City Treasurer an Administrative Assistant position was eliminated. In 2010 Budget the Bureau of Economic Development was moved to the Department of Building and Housing. Also, in Office of City Solicitor, the Deputy City Solicitor was moved from the Water Fund and Sewer Fund, funded half by both, to the Office of City Solicitor which will be funded fully by the Office of the City Solicitor. In the Office of the City Engineer the GIS Engineer/GIS Manager which was vacant has been eliminated.

OFFICE OF CITY COUNCIL

Harrisburg's City Council is the Legislative Branch of City government. The City Council consists of seven members who are elected at large. The City Council President is elected by the Council members and presides over the Council meetings. In the event of illness or absence, the Vice-President presides over the meetings. City Council considers and evaluates legislative concerns through a study committee structure consisting of committees on Administration, Budget and Finance, Building and Housing, Community and Economic Development, Children and Youth, Parks and Recreation, Public Safety, and Public Works. City Council also confirms all department directors and certain other Mayoral appointees. Council is also required, by the Third Class Optional City Code of Pennsylvania, to pass an annual budget by December 31 of each fiscal year.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET			
General Fund		0101 City Council	
Allocation Plan		Position Control	

PERSONNEL SERVICES	2010	2010	JOB CLASSIFICATION	2010	2010	2010	2010
	ADOPTED	PROPOSED		ADOPTED	PROPOSED	ADOPTED	PROPOSED
Salaries-Mgmt	257,789	259,500	Council Members	7	7	139,789	141,500
Salaries-BU	35,075	35,075	City Clerk	1	1	70,000	70,000
Overtime	0	0	Assistant City Clerk	1	1	48,000	48,000
Fringe Benefits	22,404	22,535					
			Total Management	9	9	257,789	259,500
TOTAL PERSONNEL	315,268	317,110	Administrative Assistant	1	1	35,075	35,075
OPERATING EXPENSES			Total Bargaining Unit	1	1	35,075	35,075
Communications	7250	7,250	Total Overtime			0	0
Professional Services	0	0				22,404	22,535
Utilities	0	0	FICA			0	0
Insurance	0	0	Healthcare Benefits - Active			0	0
Rentals	0	0	Healthcare Benefits - Retirees				
Maintenance & Repairs	6000	6,000				22,404	22,535
Contracted Services	17550	17,550	Total Fringe Benefits				
Supplies	24450	24,450					
Minor Capital Equipment	0	0	TOTAL PERSONNEL	10	10	315,268	317,110
TOTAL OPERATING	55,250	55,250					
CAPITAL OUTLAY	0	0					
GRANTS	0	0					
TOTAL APPROPRIATION	370,518	372,360					

OFFICE OF THE MAYOR

The Mayor is the Chief Executive Officer of Harrisburg's government. The Mayor is an elected official, is full-time, and is the sole appointing authority of all department and office directors and Mayor's Office staff. Department heads must be confirmed by a majority of City Council before appointment is permanent. Senior City government officials, including department and office heads, comprise the Mayor's Cabinet. The Mayor has broad discretionary, executive, and administrative authority under the provisions of the Third Class Optional City Code of Pennsylvania, the City's Charter, and the Codified Ordinances of the City of Harrisburg. The Mayor also heads the Executive/Administrative Branch of City government. The Mayor is automatically a member of several public or quasi-public boards of directors, including the Tri-County Planning Commission and the Harrisburg Area Transportation Study Group (HATS). The Mayor is the sole appointing authority of members of most boards, commissions and task forces, with City Council confirmation required for many of these appointees.

The Mayor has broad policy-making authority, and by Executive Order or other action, can direct the use of municipal resources, including the setting of priorities for the use of resources. The Office can assume an initiative role in matters, projects, and policies of a Citywide or regional nature. In the event of a civil emergency or natural disaster, the Mayor, under State and City laws, has the sole authority to declare a state of emergency and to direct or redirect governmental and other response to such events. Administratively, the Mayor has contracting authority and no valid or binding contract involving the municipal government exists without the Mayor's and City Controller's signatures.

As a result of legislation adopted by the Pennsylvania General Assembly in late 2000, the Mayor of Harrisburg is the only elected municipal governmental official in the State charged with oversight responsibility of the local public school system, the Harrisburg School District. The Mayor appoints the five member Board of Control, who serve at the Mayor's pleasure. The Mayor has direct decision-making involvement in major policy, personnel, and programmatic matters pertaining to the District in this comprehensive reform and improvement initiative.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0102 Mayor's Office			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	229,597	439,000	Mayor	1	1	80,000	80,000
Overtime	0	0	Chief of Staff	0	1	0	83,000
Fringe Benefits	17,565	33,585	Assistant to Mayor/ Director of Communications	1	1	50,000	81,000
TOTAL PERSONNEL	247,162	472,585	Senior Assist To Mayor/Conf Sec.	1	1	0	60,000
OPERATING EXPENSES			Assistant to Mayor/ Ombudsman	1	1	54,857	55,000
Communications	12,350	22,350	Assistant to Mayor	0	1	44,740	40,000
Professional Services	200	200	Assistant to Mayor	0	1	0	40,000
Utilities	0	0	Total Management	4	7	229,597	439,000
Insurance	0	0	Total Overtime			0	0
Rentals	200	200	FICA			17,565	33,585
Maintenance & Repairs	3,225	3,225	Healthcare Benefits - Active			0	0
Contracted Services	1,700	1,700	Healthcare Benefits - Retirees			0	0
Supplies	8,975	8,975	Total Fringe Benefits			17,565	33,585
Minor Capital Equipment	4,700	4,700	TOTAL PERSONNEL	4	7	247,162	472,585
TOTAL OPERATING	31,350	41,350					
CAPITAL OUTLAY	7,000	7,000					
TOTAL APPROPRIATION	285,512	520,935					

OFFICE OF THE CITY CONTROLLER

The Office of City Controller is an autonomous office of City government headed by the City Controller, an independently elected official. This office is responsible for the review and approval of all expenditures and obligations of the City. Performing the internal audit function requires that all purchase orders, warrants, contracts, and agreements be reviewed for compliance with the Third Class City Code, other State laws, City of Harrisburg administrative policies, and City ordinances. The signature of the City Controller is a legal requirement on all of the aforementioned documents. This office also issues monthly financial reports to the Mayor and City Council, which analyze revenues and expenditures for all budgeted funds.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET			
General Fund		0103 City Controller's Office	
Allocation Plan		Position Control	

PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	127,645	136,539	City Controller	1	1	20,000	20,000
Salaries-BU	39,853	39,853	Chief Deputy Controller	1	1	58,056	66,950
Overtime	0	0	Audit Manager	1	1	49,589	49,589
Fringe Benefits	12,814	13,495					
			Total Management	3	3	127,645	136,539
TOTAL PERSONNEL	180,312	189,887					
OPERATING EXPENSES			Auditor	1	1	39,853	39,853
Communications	150	150	Total Bargaining Unit	1	1	39,853	39,853
Professional Services	0	0					
Utilities	0	0	Total Overtime			0	0
Insurance	0	0					
Rentals	0	0					
Maintenance & Repairs	450	450	FICA			12,814	13,495
Contracted Services	2,750	2,750	Healthcare Benefits - Active			0	
Supplies	1,100	1,100	Healthcare Benefits - Retirees			0	
Minor Capital Equipment	0	0					
			Total Fringe Benefits			12,814	13,495
TOTAL OPERATING	4,450	4,450					
			TOTAL PERSONNEL	4	4	180,312	189,887
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	184,762	194,337					

OFFICE OF THE CITY TREASURER

The Office of City Treasurer is headed by the City Treasurer, an independently elected official. The City Treasurer is responsible for the collection, safekeeping, and investment of City revenues; including all fees, fines, and taxes. The City Treasurer also serves as collector for Harrisburg School District taxes. Computer technology advancements have improved the collection of payments and the reporting of such receipts. Examples include: direct debit; processing scannable tax, and utility bills; various banking software; acceptance of credit and debit cards for all payments; automatic payment plan options; electronic funds transfer acceptance; computerized processing of multiple payments; computerized returned check procedures; and the use of computer generated lists to process payments. Additional improvements still in the testing phase include: internet payments, on-line bill payment, on-line electronic check acceptance.

All monies collected are invested utilizing several money management techniques to optimize interest earnings while ensuring the safety of funds. Economic trends and monitoring of the financial markets allow for maximized yield investment strategies.

The City Treasurer must sign all checks disbursed for payroll and the receipt of goods or services, in addition to coordinating all electronic fund transfers and receipts. This office is responsible for obtaining all information necessary for issuing Municipal Fire Certificates in accordance with the City and State fire insurance escrow laws. Treasury prepares and distributes to departments monthly reports for City investments, paid invoices, credit card activity, and the cumulative history of insufficient funds checks. On a daily basis, Treasury monitors the City's bank accounts electronically. The Treasurer also executes funding transfers for debt service payments on all outstanding City bond and note issues. This office has the authority to manage all bank accounts of the City, including the transfer of funds between different bank accounts and the reconciliation to the City's general ledger.

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

General Fund

0104 City Treasurer's Office

Allocation Plan

Position Control

	2010		JOB CLASSIFICATION	2010		2010	2010
	ADOPTED	PROPOSED		ADOPTED	PROPOSED	ADOPTED	PROPOSED
PERSONNEL SERVICES							
Salaries-Mgmt	237,197	237,197	City Treasurer	1	1	20,000	20,000
Salaries-BU	217,645	217,645	Deputy Treasurer	1	1	68,000	68,000
Overtime	0	0	Assistant Deputy Treasurer	1	1	56,000	56,000
Fringe Benefits	34,796	34,796	Computer Programmer	1	1	65,994	65,994
			System Programmer Trainee	0.40	0.40	27,203	27,203
TOTAL PERSONNEL	489,638	489,638	Total Management	4.40	4.40	237,197	237,197
OPERATING EXPENSES							
			Auditor	1	1	39,607	39,607
Communications	8,840	8,840	Administrative Assistant I	1	1	34,720	34,720
Professional Services	0	0	Lead Cashier	1	1	36,284	36,284
Utilities	0	0	Cashier II	2	2	69,986	69,986
Insurance	2,000	2,000	Accounting Clerk III	1	1	37,048	37,048
Rentals	0	0					
Maintenance & Repairs	43,500	43,500	Total Bargaining Unit	6	6	217,645	217,645
Contracted Services	15,000	15,000					
Supplies	21,550	21,550	Other Salaries			0	0
Minor Capital Equipment	1,100	1,100	Overtime			0	0
TOTAL OPERATING	91,990	91,990					
			FICA			34,796	34,796
CAPITAL OUTLAY	41,020	41,020	Healthcare Benefits - Active			0	0
			Healthcare Benefits - Retirees			0	0
TOTAL APPROPRIATION	622,648	622,648	Total Fringe Benefits			34,796	34,796
			TOTAL PERSONNEL	10.40	10.40	489,638	489,638

OFFICE OF THE CITY SOLICITOR

The City Solicitor's Office is responsible for handling all legal matters affecting the City. This entails providing legal counsel to the Mayor, the City Controller, the City Treasurer, and City Council.

This office manages all legal action taken by the City and defends or supervises the defense of actions filed against the City, including all labor law matters. It reviews and provides administrative legal support for all bond issuances, prepares and files all proofs of claim on behalf of the City in bankruptcy proceedings and represents the City in all such proceedings. It also plays a significant role in major projects undertaken by the City and handles real estate transfers and loan closings for the Departments of Building and Housing.

Law Bureau Office staff prosecute codes violations, violations of City ordinances, bad check cases, and other criminal offenses in the name of the Commonwealth, and participate in all tax assessment appeals filed by property owners. The Office drafts or reviews, for form and legality, all legislation considered by Council and all City contracts. The City Solicitor provides legal opinions to department directors, bureau chiefs, and their staff to assure legal compliance in matters affecting their departments and assists the Department of Administration's efforts to recover delinquent taxes and utilities. The City Solicitor's opinion on legal matters is final within City government.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET

General Fund

0105 City Solicitor's Office

Allocation Plan

Position Control

PERSONNEL SERVICES	2010	2010	JOB CLASSIFICATION	2010	2010	2010	2010
	ADOPTED	PROPOSED		ADOPTED	PROPOSED	ADOPTED	PROPOSED
Salaries-Mgmt	281,860	281,860	City Solicitor	1	1	85,490	85,490
Overtime	0	0	Deputy City Solicitor	1	1	65,000	65,000
Fringe Benefits	21,563	21,563	Assistant City Solicitor	1	1	55,000	55,000
			Confidential Legal Secretary II	1	1	44,370	44,370
			Legal Assistant	1	1	32,000	32,000
TOTAL PERSONNEL	303,423	303,423		5	5	281,860	281,860
OPERATING EXPENSES			Total Management			0	0
Communications	2,400	2,400	Overtime				
Professional Services	144,450	144,450	FICA			21,563	21,563
Utilities	0	0	Healthcare Benefits - Active			0	0
Insurance	0	0	Healthcare Benefits - Retirees			0	0
Rentals	0	0				21,563	21,563
Maintenance & Repairs	0	0					
Contracted Services	5,300	5,300	Total Fringe Benefits	5	5	303,423	303,423
Supplies	20,200	20,200					
Minor Capital Equipment	1,000	1,000					
TOTAL OPERATING	173,350	173,350	TOTAL PERSONNEL				
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	476,773	476,773					

HARRISBURG HUMAN RELATIONS COMMISSION

This office is the City's full-time official agency designed to administer, implement, and enforce the provisions of the City's Human Relations and Discrimination Code prohibiting discrimination. The Code applies to discriminatory practices; including, but not limited to, discrimination in employment, housing, public accommodations, education, and lending, which occur within the territorial limits of the City of Harrisburg and to employment, contracted for, performed, or to be performed within these limits, or by those contracting with the City. The Commission initiates, receives, investigates, and attempts to satisfactorily resolve complaints alleging violation of the Code. This office also establishes programs to increase communication and eliminate prejudice among various racial, religious, and ethnic groups. The Commission offers an annual "Human Relations Camp" designed to educate metropolitan Harrisburg youth regarding values in cultural diversity. The Commission also serves as a clearinghouse for related information, as well as a referral source for various agencies providing a variety of services to the citizens of the Harrisburg area.

A nine-member Commission is appointed by the Mayor and must be confirmed by City Council. The Commission supervises an Executive Director, who oversees the Commission's other staff and volunteers. The Code requires Commissioners to meet ten times a year and these meetings are open to the public. Services provided by the Commission require no out-of-pocket expenses for those wishing to file a complaint.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET

General Fund

0106 Human Relations Commission

Allocation Plan			Position Control					
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED	
	Salaries-Mgmt	55,105	55,105	Executive Director	1	1	55,105	55,105
	Salaries-BU	72,123	72,123	Total Management	1	1	55,105	55,105
	Overtime	0	0		1	1	36,906	36,906
	Fringe Benefits	9,733	9,733	Human Relations Specialist I	1	1	35,217	35,217
TOTAL PERSONNEL	136,961	136,961	Secretary II	2	2	72,123	72,123	
OPERATING EXPENSES			Total Bargaining Unit					
	Communications	1,600	1,600	Overtime			0	0
	Professional Services	12,000	12,000	FICA			9,733	9,733
	Utilities	0	0	Healthcare Benefits - Active			0	0
	Insurance	0	0	Healthcare Benefits - Retirees			0	0
	Rentals	0	0	Total Fringe Benefits			9,733	9,733
	Maintenance & Repairs	300	300					
	Contracted Services	4,775	4,775					
	Supplies	2,095	2,095					
	Minor Capital Equipment	0	0	TOTAL PERSONNEL	3	3	136,961	136,961
TOTAL OPERATING	20,770	20,770						
CAPITAL OUTLAY	0	0						
TOTAL APPROPRIATION	157,731	157,731						

OFFICE OF THE CITY ENGINEER

The Office of City Engineer is a resource that is interdepartmental in scope and function. This office consults with all City agencies involved in infrastructure repairs, replacements, modifications, or additions. The Harrisburg Authority and Harrisburg Parking Authority also coordinate infrastructure improvement projects with this office. The Office is responsible for establishing the scope of work for paving, storm drainage, and utility repair/replacement projects. The City Engineer acts as liaison with the Pennsylvania Department of Transportation (PennDOT) District Engineer to plan, coordinate, and review all highway and traffic control projects on state roads and bridges within City limits and all capital improvement projects that are constructed in partnership with PennDOT on a cost sharing basis.

The Office performs all required traffic studies to justify the establishment of traffic control devices, including, but not limited to, stop signs, traffic signals, pedestrian crossings, one-way and two-way traffic, and restricted or public parking areas. The City Engineer represents the City on the Harrisburg Area Transportation Study (HATS) Technical and Coordinating Committees.

This office issues and controls street cut permits and construction/maintenance bonds in the City. This office inspects/approves the work of contractors working on City streets for paving, pipeline, and parking lot projects. Engineering Representatives are assigned to assure compliance with state and local street cut regulations and to assure proper flow of traffic around work areas. Staff also obtain State Highway Occupancy Permits for all work performed on City-owned utilities located within state highway rights-of-way. The Registrar of Real Estate maintains a current file of real property deeds. This includes preparation and maintenance of City plot plans and accurate record-keeping for every change in property ownership in the City.

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

General Fund

0107 City Engineer's Office

Allocation Plan

Position Control

PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	80,000	60,000	City Engineer	1	1	80,000	60,000
Salaries-BU	88,609	88,609					
Overtime	0	0	Total Management	1	1	80,000	60,000
Fringe Benefits	12,899	11,369	Engineer's Representative III	1	1	47,892	47,892
			Registrar of Real Estate III	1	1	40,717	40,717
TOTAL	181,508	159,978	Total Bargaining Unit	2	2	88,609	88,609
OPERATING EXPENSES							
Communications	3,900	3,900					
Professional Services	300	21,830	Overtime			0	0
Utilities	0	0	FICA			12,899	11,369
Insurance	0	0	Healthcare Benefits - Active			0	0
Rentals	0	0	Healthcare Benefits - Retirees			0	0
Maintenance & Repairs	333,400	333,400					
Contracted Services	1,240	1,240	Total Fringe Benefits			12,899	11,369
Supplies	2,850	2,850					
Minor Capital Equipment	900	900					
TOTAL	342,590	364,120	TOTAL	3	3	181,508	159,978
CAPITAL OUTLAY	394,700.00	394,700.00					
GRANTS (MATCHING SHARE)	0	0					
TOTAL APPROPRIATION	918,798.00	918,798.00					

OFFICE OF EQUAL ECONOMIC OPPORTUNITY

This Office is responsible for the promotion and advancement of commercial and industrial development in the City, coordinating special projects, advancing the City of Harrisburg as a tourist destination, generally marketing the City and redesigning/ managing the City's web site (<http://www.HarrisburgPA.gov>). They also provide oversight or support of WHBG-20 government access television station (Harrisburg Broadcast Network-HBN), Harrisburg SusqueCentennial Commission, Keystone Energy Development Corporation, Central Energy Office, and the Broad Street Market.

They also serves as the Mayor's Liaison to or Board member of the National Civil War Museum, Pennsylvania League of Cities and Municipalities, Capital Region Economic Development Corporation (CREDC), Harrisburg Downtown Improvement District, South Central Assembly for Effective Governance (SCA) and Penn State University- Harrisburg. MOED&SP also has formed extensive professional relationships with elected leaders, including the Pennsylvania Congressional Delegation, Governor's Office, Pennsylvania General Assembly, County Commissioners and numerous other political entities.

In serving our diverse clientele, they provide a confidential, "one-stop shop" for information about business start-ups, business planning, site selection and development and financing programs. Core services delivered include: low-interest loans- the revolving loan program is available to all City-based businesses; business counseling and additional business and workforce development assistance is offered to stimulate a successful business venture; they frequently partner with other financial and service agencies, such as the Commonwealth of Pennsylvania, Dauphin County, Community First Fund and the Capital Region Economic Development Corporation, as well as numerous local lending institutions.

The staff utilizes all information available to provide business start-up and growth assistance to local Minority and Women Business Enterprises (MBEs/WBEs) and other disadvantaged constituencies. While insuring success and increasing the bottom line is important for the clients, it is also in their best interest to receive basic business training, marketing advice, and general assistance.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET	
General Fund	0109 O.E.E.O
Allocation Plan	Position Control

PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	214,303	322,331	Director	1	1	20,772	70,000
Salaries-BU	49,212	49,212	Deputy Director/Contract Compliance	1	1	63,000	63,000
Overtime	0	0	Executive Director - HBN	1	1	56,593	56,593
Fringe Benefits	20,159	28,423	Special Assistant to Director	1	1	42,738	42,738
			HBM Production Technician	1	0	31,200	0
TOTAL PERSONNEL	283,674	399,966	Community Relations Director	0	1	0	40,000
			Workforce Development Spec.	0	1	0	50,000
OPERATING EXPENSES			Total Management	5	6	214,303	322,331
Communications	8,000	8,000	MBE/WBE Dev. Specialist II	1	1	49,212	49,212
Professional Services	24,500	24,500					
Utilities	0	0	Total Bargaining Unit	1	1	49,212	49,212
Insurance	0	0					
Rentals	0	0	Total Overtime			0	0
Maintenance & Repairs	0	0					
Contracted Services	13,600	13,600	FICA			20159	28,423
Supplies	5,000	5,000	Healthcare Benefits - Active			0	0
Minor Capital Equipment	0	0	Healthcare Benefits - Retirees			0	0
TOTAL OPERATING	51,100	51,100	Total Fringe Benefits			20,159	28,423
CAPITAL OUTLAY	600	600	TOTAL PERSONNEL	6	7	283,674	399,966
TOTAL APPROPRIATION	335,374	451,666					

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
DEPARTMENT OF ADMINISTRATION						
<u>0110 OFFICE OF THE BUSINESS ADMINISTRATOR</u>						
Personnel Services	264,033	168,795	270,854	187,593	134,563	156,093
Operating Expenses	10,529	44,817	40,537	13,731	42,037	42,037
Capital Outlay	0	0	0		0	0
TOTALS	274,562	213,612	311,391	201,324	176,600	198,130
<u>0112 BUREAU OF FINANCIAL MANAGEMENT</u>						
Personnel Services	569,359	428,749	394,962	319,806	371,629	453,443
Operating Expenses	200,199	209,382	194,953	182,336	197,520	197,520
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
TOTALS	769,558	638,131	589,915	502,142	569,149	650,963
<u>0116 BUREAU OF INFORMATION TECHNOLOGY</u>						
Personnel Services	804,692	690,229	682,754	563,866	574,696	574,696
Operating Expenses	135,273	202,606	187,295	164,411	309,939	309,939
Capital Outlay	207,239	147,821	128,015	125,019	466,994	466,994
TOTALS	1,147,204	1,040,656	998,064	853,296	1,351,629	1,351,629
<u>0117 BUREAU OF HUMAN RESOURCES</u>						
Personnel Services	492,593	352,635	363,758	259,703	313,138	313,138
Operating Expenses	84,948	71,325	68,751	68,110	80,650	80,650
Capital Outlay	0	0	0	0	0	0
TOTALS	577,541	423,960	432,509	327,813	393,788	393,788

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
<u>0124 BUREAU OF OPERATIONS AND REVENUE</u>						
Personnel Services	1,260,388	1,164,255	1,130,230	862,824	839,396	839,396
Operating Expenses	1,044,791	938,051	902,566	972,612	994,450	994,450
Capital Outlay	1,888,868	120,375	102,130	96,518	186,640	186,640
TOTALS	4,194,047	2,222,681	2,134,926	1,931,954	2,020,486	2,020,486
 TOTAL DEPARTMENT OF ADMINISTRATION						
Personnel Services	3,391,065	2,804,664	2,842,558	2,193,793	2,233,422	2,336,766
Operating Expenses	1,475,740	1,466,181	1,394,102	1,401,199	1,624,596	1,624,596
Capital Outlay	2,096,107	268,196	230,145	221,537	653,634	653,634
Grants	0	0	0	0	0	0
TOTAL EXPENDITURES	6,962,912	4,539,041	4,466,805	3,816,529	4,511,652	4,614,996

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Approved Budget
ADMINISTRATION						
Office of the Business Administrator	3.00	3.00	3.00	4.00	2.00	2.00
Financial Management	10.00	9.00	9.00	8.00	7.00	8.00
Information Technology	11.60	9.60	9.60	8.60	8.60	8.60
Human Resources	7.00	5.00	5.00	6.00	5.00	5.00
Operations & Revenue	15.00	14.00	14.00	13.00	20.00	20.00
TOTAL POSITIONS	46.60	40.60	40.60	39.60	42.60	43.60

In the 2006 Approved Budget, five vacant positions are eliminated from the Department of Administration: a Confidential Secretary from the Office of the Business Administrator, a Risk Manager and Secretary from the Bureau of Financial Management, an Administrative Assistant from the Mayor's Office for Labor Relations, and a Paralegal from the Bureau of Operations & Revenue. In the Bureau of Information Technology, a LAN Services Officer was reclassified as a LAN Services Assistant and a Clerk II position was transferred to the Department of Public Works, Bureau of Building Maintenance. The Bureau of Operations & Revenue was reorganized, effective January 1, 2006. The Office of Billing and Central Support was eliminated. The incumbent Customer Service Representative I was transferred to the Office of Credit Collection within the bureau. The Central Support Assistant II and the Reproduction Technician were transferred to the Department of Public Works, Bureau of Building Maintenance along with the Duplication Center. In the 2007 approved budget The Department of Administration is budgeted to have a net loss of nine positions from the 2006 Approved Budget. In the Office of the Business Administrator, a Confidential Secretary that was hired in 2006 was added to the 2007 Approved Budget, while a vacant Assistant to the Business Administrator position was eliminated. In the Bureau of Financial Management, a Loss Control Officer was eliminated, as well as a vacant Administrative Assistant. The Bureau added two, temporary part-time positions. In the Bureau of Information Technology, a Programmer was eliminated, as well as a vacant LAN Administrator. A Payroll Manager was eliminated in the Bureau of Human Resources, as well as a vacant Benefits Coordinator. The Mayor's Office For Labor Relations was eliminated in 2006, with its Director and Labor Relations Assistant. A Customer Service Representative/Account Specialist was transferred in 2007 to the Bureau of Police from the Bureau of Operations and Revenue. In 2008 the Deputy Business Administrator moved to the Office of the Business Administrator from Financial Management. The position was later changed to become the Deputy Chief of Staff/ Business Administrator. The Business Administrator position was also changed to Chief of Staff/Business Administrator. In Financial Management the Accounting Manager position was upgraded to the Finance Director. Also a Fiscal Technician was upgraded to an Auditor I in Financial Management. In 2009 a Grants Manager was moved from the Police Bureau. A Fiscal Officer has been eliminated from Financial Management. In Information Technology a LAN Services Assistant was reclassified as Help Desk / PC Specialist. A Human Resource Generalist has been added to Human Resources. In Credit Collection two Customer Service Representative/ Account Specialist were eliminated and a Paralegal was added. In 2010 the Bureau of Operation and Revenue rolled up the three offices in this bureaus and moved building maintenance from Department of Public works to Operation and Revenue. The Office of the Business Administrator has eliminated the two vacant positions of Deputy Business Administrator and Confidential Secretary to the B.A.. In the Bureau of Financial Management the Accounting Manager which was a vacant position was eliminated.

OFFICE OF THE BUSINESS ADMINISTRATOR

The Department of Administration is headed by the Business Administrator who is appointed by the Mayor and confirmed by City Council. The Department of Administration performs the fiscal, labor relations, and central administrative functions of the City. The Business Administrator has the authority to oversee the financial management of all City departments which are under the administrative jurisdiction of the Mayor, as well as inter-action with agencies which are outside of the Executive Branch and directly manages four bureaus: Financial Management, Information Technology, Human Resources and Operations and Revenue. The Business Administrator serves as the Mayor's designee on various Boards and Commissions.

The Business Administrator conducts scheduled labor management meetings with each of the union groups throughout the year and resolves issues which could result in grievances whenever possible, acts as the Third-Step Hearing Officer for Union grievances in the Mayor's stead. Also, the Business Administrator has the responsibility for contract negotiations with all three union groups.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET			
General Fund		0110 Office of the Business Administrator	
Allocation Plan		Position Control	

PERSONNEL SERVICES	2010	2010	JOB CLASSIFICATION	2010	2010	2010	2010
	ADOPTED	PROPOSED		ADOPTED	PROPOSED	ADOPTED	PROPOSED
Salaries-Mgmt	125,000	105,000	Business Administrator	1	1	80000	60,000
Temporary Employees	0	40,000	Special Assistant to the B.A.	1	1	45,000	45,000
Overtime	0	0					
Fringe Benefits	9,563	11,093					
TOTAL PERSONNEL	134,563	156,093	Total Management	2	2	125,000	105,000
OPERATING EXPENSES			Temporary Employees			0	40,000
			Total Overtime			0	0
Communications	2,278	2,278					
Professional Services	22,000	22,000					
Utilities	0	0	FICA			9563	11,093
Insurance	0	0	Healthcare Benefits - Active			0	0
Rentals	0	0	Healthcare Benefits - Retirees			0	0
Maintenance & Repairs	0	0					
Contracted Services	10,050	10,050	Total Fringe Benefits			9,563	11,093
Supplies	7,709	7,709					
Minor Capital Equipment	0	0	TOTAL PERSONNEL	2	2	134,563	156,093
TOTAL OPERATING	42,037	42,037					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	176,600	198,130					

BUREAU OF FINANCIAL MANAGEMENT

The Bureau of Financial Management is responsible for the overall fiscal management of the City. Fiscal management includes the management of all funds, accounting for all assets, production of all financial documents, risk management and the acquisition of City-wide insurance coverage. and the administration of Debt Services, General Expenses, and Transfers to Other Funds. This bureau also aids in the administration of the City's three pension plans. For the Bureau to complete these tasks, it is organized into four offices. They are Accounting, Budget and Analysis, Grants Management and Purchasing.

The Accounting Office manages the cash flow and accounts payable functions for the City. This office also oversees the City's computerized accounting and financial reporting systems, and prepares the City's Comprehensive Annual Financial Report.

The Office of Budget and Analysis is responsible for the preparation, development, and distribution of the City's annual budget document. This office also prepares the Mid-Year Fiscal Report, which highlights the financial status of all budgeted funds as of June 30th of the current year compared to June 30th of the previous year. The Mid-Year Fiscal Report also projects the financial performance for the current fiscal calendar year end.

The Grants Management Office helps coordinate grant writing City-Wide and oversees all grant submissions and follow-up reporting requirements.

The Purchasing Office is responsible for overseeing the procurement of most City materials, supplies, and services. All procurement documentation is compiled and stored within the Purchasing Office. Furthermore, this office must assure fair and equitable distribution of City contracts and agreements for capital and non-capital products and services, including the preparation and advertising of public bids and the awarding of those contracts. This office also manages all risk insurance claims and collections activity.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0112 Financial Management			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	267,135	303,135	Director of Financial Mgmt.	1	1	66,950	46,950
Salaries-BU	78,084	78,084	Budget Manager	1	1	56,000	56,000
Temporary Employees	0	40,000	Accounting Manager	0	1	0	56,000
Overtime	0	0	Purchasing Manager	1	1	53,185	53,185
Fringe Benefits	26,410	32,224	Budget/Management Analyst Trainee	1	1	36,000	36,000
			Grants Manager	1	1	55,000	55,000
TOTAL PERSONNEL	371,629	453,443					
			Total Management	5	6	267,135	303,135
OPERATING EXPENSES			Auditor II	1	1	41,178	41,178
			Auditor I	1	1	36,906	36,906
Communications	10,000	10,000					
Professional Services	153,000	153,000	Total Bargaining Unit	2	2	78,084	78,084
Utilities	0	0					
Insurance	0	0	Temporary Employees			0	40,000
Rentals	0	0					
Maintenance & Repairs	19,350	19,350	Total Overtime				0
Contracted Services	4,770	4,770					
Supplies	10,400	10,400	FICA			26410	32,224
Minor Capital Equipment	0	0	Healthcare Benefits - Active				0
			Healthcare Benefits - Retirees				0
TOTAL OPERATING	197,520	197,520					
			Total Fringe Benefits			26,410	32,224
CAPITAL OUTLAY	0	0					
			TOTAL PERSONNEL	7	8	371,629	453,443
GRANTS (MATCHING SHARE)	0	0					
TOTAL APPROPRIATION	569,149	650,963					

BUREAU OF INFORMATION TECHNOLOGY

The Bureau of Information Technology is responsible for the administration of the City's blend of mainframe and network computer systems.

The bureau programs, controls, troubleshoots, and monitors a wide array of mainframe-based systems used throughout the City's operations. Examples of these systems include the computerized billing system for property and mercantile taxes; billing water, sewer, and refuse charges; human resource management; insurance claims management; computer aided dispatch; and field reports for all service calls for police and fire.

This bureau provides the METRO police information system, established and owned by the City, which allows numerous suburban, municipal and county agencies to tie into a common police database. The METRO system is one of the few regional police systems in the nation.

This bureau also provides technical support and maintenance for the City's network of personal computers; and is responsible for the installation, maintenance, and troubleshooting of servers, routers, switches, and firewalls for the City's wired and wireless Local Area Network (LAN) and Wide Area Network (WAN). Responsibilities extend to troubleshooting of computer software, hardware, peripherals, and related equipment.

Daily responsibilities include: monitoring, configuring, and troubleshooting server backups and restoring systems; monitoring virus activity through a central management console; implementing LAN and local printer services; moving, adding, deleting and upgrading software.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET

General Fund

0116 Information Technology

Allocation Plan				Position Control			
PERSONNEL SERVICES	2010	2010	JOB CLASSIFICATION	2010	2010	2010	2010
	ADOPTED	PROPOSED		ADOPTED	PROPOSED	ADOPTED	PROPOSED
Salaries-Mgmt	491,655	491,655	Deputy Director/System Prog.	1	1	77,653	77,653
Salaries-BU	42,200	42,200	Network Administrator	1	1	67,787	67,787
Overtime	0	0	IBM/Mainframe Data Administrator	1	1	67,475	67,475
Fringe Benefits	40,841	40,841	Computer Programmer Oper. III	1	1	65,994	65,994
			Lead Programmer	1	1	71,068	71,068
TOTAL PERSONNEL	574,696	574,696	Assistant Network Administrator	1	1	56,069	56,069
			System Programmer	0.60	0.60	40,804	40,804
OPERATING EXPENSES			Data Processing Assistant II	1	1	44,805	44,805
Communications	8,600	8,600	Total Management	7.60	7.60	491,655	491,655
Professional Services	28,375	28,375					
Utilities	0	0	Computer Operator III	1	1	42,200	42,200
Insurance	0	0					
Rentals	0	0	Total Bargaining Unit	1	1	42,200	42,200
Maintenance & Repairs	158,814	158,814	Overtime			0	0
Contracted Services	41,150	41,150					
Supplies	63,000	63,000	FICA			40,841	40,841
Minor Capital Equipment	10,000	10,000	Healthcare Benefits - Active			0	0
			Healthcare Benefits - Retirees			0	0
TOTAL OPERATING	309,939	309,939	Total Fringe Benefits			40,841	40,841
CAPITAL OUTLAY	466,994	466,994					
TOTAL APPROPRIATION	1,351,629	1,351,629	TOTAL PERSONNEL	8.60	8.60	574,696	574,696

BUREAU OF HUMAN RESOURCES

The Bureau of Human Resources is comprised of two primary functions: Human Resources Administration and Payroll. Human Resources oversees and administers a wide range of centralized personnel services for City Government including, but not limited to, recruitment, testing, screening, hiring and processing individuals to fill vacant positions, enforces civil service rules and regulations and administers the promotional processes, where applicable, for the Harrisburg Police, Fire and Non-Uniform Civil Service Commission, unemployment compensation matters, exit interview process, management of health care and leave benefits for employees of the City, worker's compensation program, administration of Family and Medical Leave Act, the Americans with Disabilities Act, and drug and alcohol testing. The Bureau assists the Chief of Staff/Business Administrator and the department directors in developing job descriptions for management and bargaining unit positions.

Payroll is responsible for processing the City's biweekly payroll, maintaining payroll records and managing federal, state and local tax deductions as well as other mandatory payroll deductions and voluntary contributions. Staff is also responsible for ensuring all withholding reporting requirements are met. Staff works closely with all timekeepers to ensure smooth and accurate payroll processing. Staff also effectuates scheduled salary increases for bargaining unit employees and merit pay increases based on performance evaluations for management personnel.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET

General Fund

0117 Human Resources

Allocation Plan			Position Control				
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	252,885	252,885	Director	1	1	65,383	65,383
Salaries-BU	38,000	38,000	Personnel Officer II	1	1	54,842	54,842
Overtime	0	0	Benefit Coordinator	1	1	49,500	49,500
Fringe Benefits	22,253	22,253	Human Resources Generalist	1	1	47,895	47,895
			Confidential Secretary	1	1	35,265	35,265
TOTAL PERSONNEL	313,138	313,138					
OPERATING EXPENSES			Total Management	5	5	252,885	252,885
			Payroll Tech	1	1	38,000	38,000
			Total Bargaining Unit	1	1	38000	38000
			Overtime			0	0
			FICA			22,253	22,253
			Healthcare Benefits - Active			0	0
			Healthcare Benefits - Retirees			0	0
			Total Fringe Benefits			22,253	22,253
TOTAL OPERATING	80,650	80,650					
			TOTAL PERSONNEL	5	5	313,138	313,138
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	393,788	393,788					

BUREAU OF OPERATIONS AND REVENUE

The Bureau of Operations and Revenue provides billing and collection services for water, sewer and trash services on behalf of the Harrisburg Authority. Within the Bureau, the Credit and Collection unit is responsible for collection activity of all delinquent utility accounts up to, and including, water termination. Should those actions fail, this unit also initiates legal action

Also within this bureau, the Tax and Enforcement unit bills and collects mercantile, business privilege, parking, and amusement taxes as well as various license fees for the City and the Harrisburg School District. This unit also administers the dog licensing program and manages all activities associated with the City's burglar and fire alarm program. A civil collection program is in place to collect all delinquent taxes.

The Bureau of Building Maintenance was merged with Operations and Revenue on July 7, 2009. Prior the merger, the Bureau of Building Maintenance was responsible for the clean and safe operation of the interior and exterior of the Rev. Dr. Martin Luther King City Government Center and the McCormick Public Safety Building. In addition to maintenance, the Bureau also supported the Duplication Center, Mail Room, Central Office supply, and telephone system.

**EXPENDITURE ANALYSIS DETAIL
2010 BUDGET**

General Fund

0124 Operations and Revenue

Allocation Plan			Position Control					
PERSONNEL SERVICES	2010	2010	JOB CLASSIFICATION	2010	2010	2010	2010	
	ADOPTED	PROPOSED		ADOPTED	PROPOSED	ADOPTED	PROPOSED	
Salaries-Mgmt	167,000	167,000	Director	1	1	65,000	65,000	
Salaries-BU	612,745	612,745	Operations Manager	1	1	44,000	44,000	
Overtime	0	0	Tax & Enforcement Administrator	1	1	58,000	58,000	
Fringe Benefits	59,651	59,651						
			Total Management	3	3	167,000	167,000	
TOTAL PERSONNEL	839,396	839,396						
OPERATING EXPENSES			Administrative Assistant/ Personal	1	1	40,566	40,566	
			Computer Specialist III					
			Cust. Serv. Rep./Account Spec. II	3	3	116,366	116,366	
	Communications	133,200	133,200	Cust. Serv. Rep. I	1	1	33,700	33,700
	Professional Services	12,000	12,000	Posting Specialist	1	1	37,425	37,425
	Utilities	501,350	501,350	Clerk II	1	1	33,193	33,193
	Insurance	0	0	Clerk I	1	1	32,235	32,235
	Rentals	1,500	1,500	Paralegal	1	1	39,755	39,755
	Maintenance & Repairs	168,500	168,500	Secretary II	1	1	33,700	33,700
	Contracted Services	5,600	5,600	Clerk Typist/ Data Entry Operator	1	1	34,102	34,102
	Supplies	152,300	152,300	Laborer II	4	4	136,947	136,947
	Minor Capital Equipment	20,000	20,000	Central Support Assistant II	1	1	36,259	36,259
				Reproduction Technician II	1	1	38,497	38,497
	TOTAL OPERATING	994,450	994,450					
			Total Bargaining Unit	17	17	612,745	612,745	
CAPITAL OUTLAY	186,640	186,640						
			Overtime			0	0	
TOTAL APPROPRIATION	2,020,486	2,020,486						
			FICA			59,651	59,651	
			Healthcare Benefits - Active			0	0	
			Healthcare Benefits - Retirees			0	0	
			Total Fringe Benefits			59,651	59,651	
			TOTAL PERSONNEL	20	20	839,396	839,396	

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adpoted Budget	2010 Proposed Budget
DEPARTMENT OF BUILDING & HOUSING DEVELOPMENT						
<u>0134 OFFICE OF THE DIRECTOR</u>						
Personnel Services	95,295	76,816	97,588	81,985	75,355	87,197
Operating Expenses	1,105	10,616	0	1,128	1,925	1,925
Capital Outlay	0	0	0	0	0	0
TOTALS	96,400	87,432	97,588	83,112	77,280	89,122
<u>0135 BUREAU OF PLANNING</u>						
Personnel Services	177,980	97,189	197,591	186,250	186,942	186,942
Operating Expenses	17,597	12,265	15,532	18,520	24,300	24,300
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
TOTALS	195,577	109,454	213,123	204,770	211,242	211,242
<u>0137 BUREAU OF CODES</u>						
Personnel Services	757,522	683,718	704,991	539,901	555,407	405,407
Operating Expenses	53,209	56,764	46,363	47,349	57,100	57,100
Capital Outlay	0	0	0	0	0	0
Non-Expenditure Items	0	0	0	0	0	0
TOTALS	810,731	740,482	751,354	587,250	612,507	462,507
TOTAL DEPARTMENT OF BUILDING & HOUSING DEVELOPMENT						
Personnel Services	1,030,796	857,723	1,000,170	808,136	817,704	679,546
Operating Expenses	71,911	79,646	61,895	66,996	83,325	83,325
Capital Outlay	0	0	0	0	0	0
Grants	0	0	0	0	0	0
Non-Expenditure Items	0	0	0	0	0	0
TOTAL EXPENDITURES	1,102,707	937,369	1,062,065	875,133	901,029	762,871

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
BUILDING AND HOUSING DEVELOPMENT						
Office of the Director	1.00	1.00	1.00	1.00	1.00	1.00
Planning	2.84	2.34	2.34	3.34	3.34	3.34
Codes	15.00	12.00	13.00	13.00	12.00	12.00
TOTAL POSITIONS	18.84	15.34	16.34	17.34	16.34	16.34

The 2006 Approved Budget adds 34% of a Current Planner's salary to the Bureau of Planning while eliminating 50% of the vacant Communications Officer and 34% of the vacant GIS Manager. A vacant Codes Enforcement Officer and a Graduate Intern were eliminated from the Bureau of Inspections and Codes Enforcement. In the 2007 approved budget the Department of Building and Housing Development was budgeted to have 4.5 fewer positions. A vacant Comprehensive Planner position had been eliminated from the Bureau of Planning. A Health Officer, Codes Enforcement Officer, and a Clerk Typist/Data Entry Operator were eliminated from the Bureau of Inspections and Codes Enforcement, as well a vacant Electrical Inspector. In 2008 a Codes Enforcement Officer was added. No other personnel changes were made in 2008. In 2009 there was an addition of an Urban Planner in Planning. No other changes were made in 2009. In 2010 the Bureau for Economic Development was moved from General Government to the Department of Building and Housing. Also, in the Bureau of Codes Enforcement two vacant Code Enforcement Officers was eliminated.

OFFICE OF THE DIRECTOR

The Department of Building and Housing Development works to improve neighborhoods, promote business and residential development, maintain and upgrade the physical environment through code enforcement, and expand resources available for local projects.

The Director oversees the Bureaus of Planning, Codes, and Housing (see Special Revenue section), and directs the activities of the bureaus to facilitate timely approval and implementation of all new construction and major renovation projects. This ensures that the projects are designed according to the City's long-term development goals and that they incorporate elements of historic preservation, floodplain management, handicap accessibility, energy efficiency, safety and architectural integrity.

The Office of the Director represents the City on numerous boards for planning, transportation, housing, health, and employment. The Office conducts feasibility studies; develops specifications; conducts public bids or requests for proposals; and provides management oversight on such projects as the Market Place Townhomes, Broad Street Market, Police Athletic League (PAL) building, and Maclay Street Apartments.

The Office of the Director also coordinates the implementation of the City's Enterprise Community Strategic Plan, which involves the efforts of the Mayor's Office for Economic Development and Special Projects; the Bureau of Police; and dozens of community agencies, including the Harrisburg Housing Authority, the Community Action Commission, the Harrisburg School District, and many more participants.

The Department of Building and Housing Development has played an active role in the "Seeding" efforts of the Harrisburg Weed and Seed Program. Department staff have worked with the Assistance of Impact Delegation (AID) Team in the formulation of a plan for the revitalization efforts in South Allison Hill. Bureau of Housing staff currently acts as Chair of the Housing and Neighborhood Development (HAND) subcommittee and works with other committee members to facilitate implementation of the HAND portion of the revitalization plan. The Weed and Seed plan, prepared by the community, works in concert with the South Allison Hill Neighborhood Action Strategy with the assistance of the Bureau of Planning.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0134 Director			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	70,000	81,000	Director	1	1	70,000	81,000
Overtime	0	0					
Fringe Benefits	5,355	6,197	Total Management	1	1	70,000	81,000
TOTAL PERSONNEL	75,355	87,197					
OPERATING EXPENSES			Overtime			0	0
Communications	25	25	FICA			5,355	6,197
Professional Services	0	0	Healthcare Benefits - Active			0	0
Utilities	0	0	Healthcare Benefits - Retirees			0	0
Insurance	0	0	Total Fringe Benefits			5,355	6,197
Rentals	0	0					
Maintenance & Repairs	0	0	TOTAL PERSONNEL	1	1	75,355	87,197
Contracted Services	1,800	1,800					
Supplies	100	100					
Minor Capital Equipment	0	0					
TOTAL OPERATING	1,925	1,925					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	77,280	89,122					

BUREAU OF PLANNING

The Bureau of Planning promotes sensible development and reinvestment in the City of Harrisburg in order to preserve neighborhoods while fostering economic development. The Planning Bureau reviews development proposals to insure that new development is consistent with the City's Comprehensive Plan as well as the Zoning Code and the Subdivision and Land Development Code. The Planning Bureau provides staff support to three citizen land use boards: the Harrisburg Planning Commission, the Zoning Hearing Board, and the Harrisburg Architectural Review Board (HARB).

In addition to its core responsibilities of current and long range planning, the Bureau is also the primary contact for Census 2010 preparation efforts as well as preparation of GIS maps to support planning efforts.

The Planning Bureau's most significant projects for the near term are the completion of the new Zoning Code for the City of Harrisburg, completion of the Historic District Design and Preservation Guide, and completion of the Neighborhood Plan for the North Third Street Corridor.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0135 Planning			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	173,658	173,658	Deputy Director for Planning	1	1	62,830	62,830
Overtime	0	0	Current Planner	0.34	0.34	14,008	14,008
Fringe Benefits	13,284	13,284	Urban Planner II	2	2	96,820	96,820
			Total Management	3.34	3.34	173,658	173,658
TOTAL PERSONNEL	186,942	186,942	Overtime			0	0
OPERATING EXPENSES			FICA			13,284	13,284
Communications	11,000	11,000	Healthcare Benefits - Active			0	0
Professional Services	2,200	2,200	Healthcare Benefits - Retirees			0	0
Utilities	0	0					
Insurance	0	0	Total Fringe Benefits			13,284	13,284
Rentals	0	0					
Maintenance & Repairs	0	0	TOTAL PERSONNEL	3.34	3.34	186,942	186,942
Contracted Services	2,500	2,500					
Supplies	8,600	8,600					
Minor Capital Equipment	0	0					
TOTAL OPERATING	24,300	24,300					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	211,242	211,242					

BUREAU OF CODES

The Bureau of Codes is responsible for the enforcement of building construction, electrical standards, plumbing, health and sanitation, and property maintenance codes for residential and commercial structures.

The Bureau processes all permits relating to building construction, electrical and plumbing work, as well as assisting with zoning compliance. The bureau also issues licenses for electricians, plumbers, and rooming houses. The building, electrical and plumbing inspectors perform progressive inspections on new construction, rehabilitation, and alteration projects.

The Building Inspector, through the Deputy Director for Codes, enforces the building codes on all construction activity for new construction and rehabilitation work on all commercial and residential structures. The Codes Enforcement Officers inspect for code violations in existing structures and vacant lots, including but not limited to, high grass and weeds, sanitation, plumbing, heating, electrical, vector problems and structural violations.

The Bureau inspects properties for sale under the buyer notification ordinance to make buyers aware of any deficiencies and inspects rental properties to enforce the quality of life standards for City residents who rent. The Bureau enforces all state and local health code provisions relating to food establishments and also lead-based paint hazards in residential structures. Health licenses are issued for all food establishments.

The Bureau ensures compliance with federal guidelines by regulation development in floodplains. Promotion of safe flood measures and preventative actions to decrease damage are sent to property owners, lenders and insurance agents. Through the Community Rating System these steps have rewarded property owners in the Special Flood Hazard Areas a 20% savings on flood insurance premiums, and 10% savings on flood insurance premiums for all other properties.

The Bureau also promotes community interaction programs, which provide citizen involvement in codes-related procedures.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0137 Codes			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	163,252	163,252	Deputy Director for Codes	1	1	65,357	65,357
Salaries-BU	352,687	352,687	Asst. Codes Administrator	1	1	55,055	55,055
Overtime	0	0	Health Officer	1	1	42,840	42,840
Fringe Benefits	39,468	39,468					
Salary Savings	0	(150,000)	Total Management	3	3	163,252	163,252
TOTAL PERSONNEL	555,407	405,407	Codes Enforcement Off. IV	3	3	127,404	127,404
OPERATING EXPENSES			Codes Enforcement Off. III	1	1	40,925	40,925
			Plumbing Inspector I	1	1	39,458	39,458
			Codes Enforcement Off. I	1	1	38,071	38,071
			Administrative Assistant II	1	1	37,425	37,425
			Secretary II	1	1	35,217	35,217
			Clerk Typist/Data Entry Operator	1	1	34,187	34,187
			Total Bargaining Unit	9	9	352,687	352,687
			Total Overtime			0	0
			FICA			39,468	39,468
			Healthcare Benefits - Active			0	0
			Healthcare Benefits - Retirees			0	0
TOTAL OPERATING	57,100	57,100	Total Fringe Benefits			39,468	39,468
CAPITAL OUTLAY	0	0	Salary Savings			0	(150,000.00)
TOTAL APPROPRIATION	612,507	462,507	TOTAL PERSONNEL	12	12	555,407	405,407

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
PUBLIC SAFETY						
<u>0141-0146 BUREAU OF POLICE</u>						
Personnel Services	17,652,857	17,058,766	17,807,837	14,150,826	15,868,728	14,867,075
Operating Expenses	762,952	905,095	709,388	843,985	1,013,602	1,048,699
Capital Outlay	0	0	0	0	9,000	9,000
Grants	12,430	0	0	0	0	0
Miscellaneous	25,392	0	0	5,816	6,000	6,000
TOTALS	18,453,632	17,963,861	18,517,225	15,000,627	16,897,330	15,930,774
<u>0151 BUREAU OF FIRE</u>						
Personnel Services	9,569,418	8,319,625	9,205,758	7,703,671	7,621,472	7,169,382
Operating Expenses	401,366	479,903	424,198	458,251	463,373	463,373
Capital Outlay	108,005	81,528	65,882	65,308	46,805	46,805
Miscellaneous		0	0	0	0	0
TOTALS	10,078,788	8,881,057	9,695,838	8,227,230	8,131,650	7,679,560
TOTAL PUBLIC SAFETY						
Personnel Services	27,222,275	25,378,391	27,013,595	21,854,497	23,490,200	22,036,457
Operating Expenses	1,164,318	1,384,998	1,133,586	1,302,235	1,476,975	1,512,072
Capital Outlay	108,005	81,528	65,882	65,308	55,805	55,805
Grants	12,430	0	0	0	0	0
Miscellaneous	25,392	0	0	5,816	6,000	6,000
TOTAL EXPENDITURES	28,532,420	26,844,918	28,213,063	23,227,857	25,028,980	23,610,334

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
PUBLIC SAFETY						
Parking Enforcement	11.00	13.00	13.00	13.00	14.00	14.00
Office of Police Chief	11.00	8.00	8.00	8.00	5.00	5.00
Uniformed Patrol	117.00	114.00	114.00	115.00	135.00	135.00
Technical Services	58.00	40.00	40.00	47.00	34.00	34.00
Criminal Investigations	29.00	37.00	37.00	33.00	38.00	38.00
Fire	98.00	93.00	93.00	92.00	94.00	94.00
TOTAL POSITIONS	324.00	305.00	305.00	308.00	320.00	320.00

The City of Harrisburg has placed a major emphasis on public safety and has taken great strides to maximize services provided to the citizens of Harrisburg. In an effort to maximize police officer training and education, the Police Officer Career Development Program was created. This Program provides cross-training to officers by assigning them to various divisions to perform various duties. Fluctuations among the number of personnel assigned to the Office of the Police Chief, Uniformed Patrol Division, Technical Services Division and Criminal Investigations Division occur each year as a result and can be seen in the chart above. The 2006 Approved Budget adds ten new Police Officers, while eliminating two vacant Telecommunicators, one vacant Communications Supervisor, one vacant Secretary, and one vacant part-time Hostler. One additional Firefighter was added to the Bureau of Fire. In the 2007 approved budget the Department of Public Safety will decrease by 19 positions from the 2006 Budget. In the Bureau of Police, the Parking Enforcement Division will add a net of two positions. The 2007 Budget creates three Parking Enforcement Officers. A Traffic Services Administrator was eliminated in 2006. Ten Police Cadets and three Part-Time Communications Center Supervisors were eliminated in the Technical Services Division. Five vacant Firefighter positions are not being funded in 2007. The 2008 Budget adds three Police Officer positions to the Uniformed Patrol Division while transferring one Corporal to the Technical Services Division and one to the Criminal Investigation Division; adds six Police Officers in the Technical Services Division; and eliminates five Detective positions from the Criminal Investigation Division. The Bureau of Fire will eliminate one Firefighter Driver/Operator position. In 2009 Parking Enforcement added a Parking Enforcement Officer. One Detective and the Financial Development Officer were eliminated from the Office of the Police Chief. There was an addition of ten police officers to Uniformed Patrol. In Technical Services there was an increase of a Records Center I position and an increase of a Communications Supervisor. There was also a decrease of Police Officers as a result of cadets graduating and transferring to the Uniform Patrol Division. One Corporal was eliminated from Criminal Investigations. Also there was an addition of two Detective/Investigators and two Forensic Investigators. In Fire there was an addition of four Firefighter Driver/Operators and an elimination of three Firefighters. In 2010 there was an elimination of a vacant police officer due to retirement in the Office of the Police Chief. Also the Uniformed Patrol Division will add eight additional Police Officers. In Technical Services Division the following vacant positions were eliminated; Full time Communication Supervisor, two Police Officers, one Record Center Operator and a Telecommunicator. In the Bureau of Fire one Firefighter has been added to the budget.

BUREAU OF POLICE
PARKING ENFORCEMENT UNIT

The Parking Enforcement Unit is responsible for enforcing the parking ordinances of the City of Harrisburg and the parking statutes of the Commonwealth of Pennsylvania. The Commander of the Technical Service Division oversees this Unit, which is supervised by the Technical Services Administrator and consists of civilian personnel.

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

General Fund

0141 Parking Enforcement

Allocation Plan			Position Control				
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	0	0	Administrative Assistant I	1	1	38,117	38,117
Salaries-BU	471,761	471,761	Clerk Typist/Data Entry Operator	1	1	35,852	35,852
Overtime	0	0	Parking Enforcement Officer II	8	8	277,724	277,724
Fringe Benefits	36,089	36,089	Parking Enforcement Officer I	4	4	120,068	120,068
TOTAL PERSONNEL	507,850	507,850	Total Bargaining Unit	14	14	471,761	471,761
OPERATING EXPENSES			Overtime			0	0
Communications			FICA			36,089	36,089
Professional Services			Healthcare Benefits - Active			0	0
Utilities			Total Fringe Benefits			36,089	36,089
Insurance							
Rentals							
Maintenance & Repairs			TOTAL PERSONNEL	14	14	507,850	507,850
Contracted Services							
Supplies							
Minor Capital Equipment							
TOTAL OPERATING	0	0					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	507,850	507,850					

BUREAU OF POLICE
OFFICE OF THE POLICE CHIEF

The commanding officer of the Bureau is the Chief of Police. This office is responsible for the management of available resources to ensure that the Bureau's goals and objectives are achieved. The Chief's office is responsible for the direct supervision of the Internal Affairs Unit, Crime Prevention Unit, Community Relations Unit, and the Financial Development Officer. The Chief also manages and directs three primary divisions within the Bureau, each commanded by a Captain. These divisions consist of Uniformed Patrol, Technical Services, and Criminal Investigation.

The Harrisburg Bureau of Police is a nationally and state accredited agency. The Bureau attained this prestigious status in 1989 nationally and in 2003 from the Commonwealth after intense on-site assessments conducted by the Commission on Accreditation for Law Enforcement Agencies. With over 21,000 law enforcement agencies in the country, just over 747 have achieved the national recognition and only 12 have achieved dual accreditation. In 1994, 1999, 2002, 2005, and again in 2008, the Bureau was reaccredited nationally following on-site assessments.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0142 Office of the Police Chief			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	180,000	190,000	Police Chief	1	1	80,000	90,000
Salaries-BU	152,241	152,241	Community Policing Coordinator	1	1	50,000	50,000
Salaries- Police Extra Duty	350,000	338,000	Confidential Assistant to Chief	1	1	50,000	50,000
Overtime	1,520	1,520					
Fringe Benefits	43,640	43,487	Total Management	3	3	180,000	190,000
Miscellaneous	1,132,944	1,041,440					
TOTAL PERSONNEL	1,860,345	1,766,688	Detective	2	2	152,241	152,241
OPERATING EXPENSES			Total Bargaining Unit	2	2	152,241	152,241
Communications	132,214	142,214	Police Extra Duty			350,000	338,000
Professional Services	59,724	59,724					
Utilities	18,621	33,718	Total Overtime			1,520	1,520
Insurance	267,823	267,823					
Rentals	15,000	15,000	FICA			43,640	43,487
Maintenance & Repairs	176,400	176,400	Healthcare Benefits - Active			0	0
Contracted Services	186,539	186,539	Healthcare Benefits - Retirees			0	0
Supplies	140,481	150,481	Total Fringe Benefits			43,640	43,487
Minor Capital Equipment	16,800	16,800					
TOTAL OPERATING	1,013,602	1,048,699	Sick Leave Buy-Back			6,000	6,000
CAPITAL OUTLAY	9,000	9,000	Severance Pay			300,000	254,248
GRANTS (MATCHING SHARE)	0	0	Uniform Allowance			162,750	162,750
MISCELLANEOUS	6,000	6,000	College Credits			6,100	6,100
			Workers' Compensation			344,000	298,248
			Police Pension Plan			314,094	314,094
TOTAL APPROPRIATION	2,888,947	2,830,387	Total Miscellaneous			1,132,944	1,041,440
			TOTAL PERSONNEL	5	5	1,860,345	1,766,688

BUREAU OF POLICE
UNIFORMED PATROL DIVISION

The largest division of the Bureau is the Uniformed Patrol Division, which is commanded by the Bureau's Uniformed Patrol Commander. This division consists of four platoons. These uniformed officers respond directly to the public's calls for service and are on the "front line" of law enforcement every day.

The Uniformed Patrol Commander supervises the Bureau's Animal Control Unit, which consists of civilian personnel. The Animal Control Unit responds directly to calls regarding animal and nature complaints, investigates allegations of cruelty and poor sanitary conditions, and verifies proper licensing and vaccinations. This Officer follows guidelines set forth in City ordinances and State of Pennsylvania Dog Laws.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0144 Uniformed Patrol			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	83,813	83,813	Captain	1	1	83,813	83,813
Salaries-BU	8,137,787	8,137,787					
Overtime	338,932	218,932	Total Management	1	1	83,813	83,813
Fringe Benefits	595,565	593,825					
TOTAL PERSONNEL	9,156,097	9,034,357	Lieutenant	3	3	224,784	224,784
OPERATING EXPENSES			Sergeant	6	6	428,160	428,160
Communications			Corporal	8	8	542,284	542,284
Professional Services			Police Officer	116	116	6,903,783	6,903,783
Utilities			Dog Law Enforcement Officer II	1	1	38,776	38,776
Insurance			Total Bargaining Unit	134	134	8,137,787	8,137,787
Rentals			Total Overtime			338,932	218,932
Maintenance & Repairs			FICA			595,565	593,825
Contracted Services			Healthcare Benefits - Active			0	0
Supplies			Total Fringe Benefits			595,565	593,825
Minor Capital Equipment			TOTAL PERSONNEL	135	135	9,156,097	9,034,357
TOTAL OPERATING	0	0					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	9,156,097	9,034,357					

BUREAU OF POLICE
TECHNICAL SERVICES DIVISION

The Technical Services Division is comprised of units which serve a variety of functions. The Bureau's Training, Property Management, Warrant/Process Service, Court Liaison/Special Events Officer, Report Writer, Communications and Records Center personnel are assigned to this division.

The Commander of the Technical Services Division also oversees the Parking Enforcement Unit, which is supervised by the Technical Services Administrator.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0145 Technical Services			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	293,084	293,084	Captain	1	1	65,000	65,000
Salaries-BU	1,003,027	1,003,027	Technical Service Administrator	1	1	58,710	58,710
Salaries-Part Time	29,000	116,000	Communications Supervisor	3	3	126,374	126,374
Overtime	145,660	95,660	Training/Quality Assurance Super.	1	1	43,000	43,000
Fringe Benefits	96,301	99,133					
Salary Savings	0	(750,000)	Total Management	6	6	293,084	293,084
TOTAL PERSONNEL	1,567,072	856,904	Sergeant	1	1	71,360	71,360
			Police Officer	3	3	190,168	190,168
OPERATING EXPENSES			Record Center Operator IV	1	1	39,322	39,322
			Record Center Operator II	1	1	34,060	34,060
Communications			Record Center Operator I	1	1	34,742	34,742
Professional Services			Telecommunicator I	3	3	107,256	107,256
Utilities			Telecommunicator II	10	10	368,833	368,833
Insurance			Telecommunicator III	1	1	38,067	38,067
Rentals			Telecommunicator IV	3	3	119,219	119,219
Maintenance & Repairs			Total Bargaining Unit	24	24	1,003,027	1,003,027
Contracted Services			Communications Supervisor	4	4	29,000	116,000
Supplies							
Minor Capital Equipment							
TOTAL OPERATING	0	0	Total Part-Time	4	4	29,000	116,000
CAPITAL OUTLAY	0	0	Total Overtime			145,660	95,660
TOTAL APPROPRIATION	1,567,072	856,904	FICA			96,301	99,133
			Healthcare Benefits - Active			0	0
			Total Fringe Benefits			96,301	99,133
			Salary Savings			0	(750,000)
			TOTAL PERSONNEL	34	34	1,567,072	856,904

BUREAU OF POLICE
CRIMINAL INVESTIGATIONS DIVISION

The Criminal Investigations Division investigates adult and juvenile crimes referred by the Uniformed Patrol Division. The Division is broken down into the Adult Offender, Juvenile Offender, Organized Crime and Vice Control, Special Operations, Forensic, Auto Theft, Habitual Offender, Domestic Violence, and Arson Units. The primary goal of this division is to resolve crime through thorough investigation.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0146 Criminal Investigations			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	82,248	82,248	Captain	1	1	82,248	82,248
Salaries-BU	2,423,883	2,423,883					
Overtime	219,145	144,145	Total Management	1	1	82,248	82,248
Fringe Benefits	52,088	51,000					
TOTAL PERSONNEL	2,777,364	2,701,276	Lieutenant	1	1	74,928	74,928
			Sergeant	3	3	214,080	214,080
OPERATING EXPENSES			Corporal	2	2	135,323	135,323
Communications			Detective/Investigator	25	25	1,667,712	1,667,712
Professional Services			Secretary II	1	1	36,268	36,268
Utilities			Secretary I	1	1	35,151	35,151
Insurance			Forensic Investigator	4	4	260,421	260,421
Rentals			Total Bargaining Unit	37	37	2,423,883	2,423,883
Maintenance & Repairs			Overtime			219,145	144,145
Contracted Services							
Supplies			FICA			52,088	51,000
Minor Capital Equipment			Healthcare Benefits - Active				0
TOTAL OPERATING	0	0	Total Fringe Benefits			52,088	51,000
CAPITAL OUTLAY	0	0	TOTAL PERSONNEL	38	38	2,777,364	2,701,276
TOTAL APPROPRIATION	2,777,364	2,701,276					

BUREAU OF FIRE

The primary responsibility of the Fire Bureau is the protection of life and property from fire, man made and natural disasters. The suppression of fire involves arriving at the scene as quickly as possible so as to attack the fire at the point of origin and prevent its spread. Fire apparatus responds from four fire stations.

The Fire Inspection Unit, created in 1989, acts to reduce fire loss through inspections and code enforcement, using a city fire code that is considered a national model in fire reviews, approves and verifies the following for private and public structures: building plans, fire alarm plans, smoke detector plans, standpipe system plans, fire pump system plans and sprinkler system plans. New construction sites are also reviewed to assure that life safety components are installed properly. This unit performs all fire code inspections of properties including, but not limited to, electrical, structural, smoke detectors, and general housekeeping to determine housing code violations. In commercial units, inspections are performed to verify the safety of fire extinguishers, sprinkler systems and smoke detectors.

Re-inspections are performed to assure that fire safety regulations are being upheld once a violation of the Fire Prevention Code is reported or to follow up after an actual fire incident. This unit also participates in numerous seminars and demonstrations related to fire safety techniques such as the installation of sprinkler systems and smoke detectors. Fire safety education is another responsibility of the Fire Bureau. Through well-planned, year round fire programs, the Fire Bureau educates the public about fire and burn hazards, how to prevent fire and burn injuries due to individual carelessness, how to survive a fire once it starts, and how to treat a burn injury properly. The fire prevention program covers the homes, the schools, the workplace and the community.

By Mayoral designation, the Fire Bureau also operates as the Emergency Management Agency for the City of Harrisburg, and the Fire Chief has been designated by the Mayor as the Emergency Management Coordinator. This agency maintains the Emergency Operations Plan (EOP), which sets forth a procedure to alert the public and provide information and appropriate protective action instructions, as needed. The Pennsylvania Emergency Management Agency has cited the Harrisburg plan as a model for municipalities in the State.

This plan also provides for the coordination and use of available municipal resources during a natural or human-caused emergency or disaster. It defines the roles and responsibilities of municipal officials and the Emergency Management Coordinator. The plan also assures coordination and cooperation with county efforts in accordance with the Dauphin County EOP. Bi-annually, representatives from the Federal and Pennsylvania Emergency Management Agencies evaluate a drill of the City's EOP.

The Fire Bureau has a comprehensive training apprenticeship program designed to incrementally certify firefighters through certification so they may advance to the next rank. This program includes practical hands-on training and classroom instruction leading to appropriate testing for certification. Harrisburg is the first municipality in Pennsylvania to establish such a comprehensive program.

The RESCUE 1 program, begun in 1992, increases the Fire Bureau's ability to respond to incidents requiring heavy, special, or technical rescue such as structural collapse, trench rescue, confined space rescue, high/low angle rescue, or heavy vehicle extrication. This is accomplished by intensive training of personnel and the purchase of specialized equipment.

The Rescue One Unit is the product of a series of major innovations and advances, making the Harrisburg Fire Bureau one of the premier firefighting and rescue operations in the Commonwealth and Nation. The Rescue One Unit is a part of Pennsylvania Task Force One, a designated Urban Search and Rescue Team of the Federal Emergency Management Agency. Only 28 such teams exist nationwide and each is available for mobilization in response to any national emergency. The 30 plus member unit has received more than 1000 hours of advanced technical training which is supplemented by the unit's continuing education program and periodic drills.

BUREAU OF FIRE

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

General Fund

0151 Fire

Allocation Plan

Position Control

PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	203,565	208,000	Fire Chief	1	1	70,565	75,000
Salaries-BU	5,108,719	5,108,719	Senior Deputy Chief	1	1	67,000	67,000
Overtime	1,230,000	780,000	Deputy Chief	1	1	66,000	66,000
Fringe Benefits	519,468	512,943					
Miscellaneous	559,720	559,720	Total Management	3	3	203,565	208,000
TOTAL PERSONNEL	7,621,472	7,169,382	Battalion Chief	4	4	265,064	265,064
			Captain	4	4	255,484	255,484
OPERATING EXPENSES			Lieutenant	8	8	490,193	490,193
Communications	19,000	19,000	Firefighter Driver/Operator	68	68	3,765,079	3,765,079
Professional Services	66,500	66,500	Firefighter I	7	7	332,899	332,899
Utilities	87,950	87,950	Total Bargaining Unit	91	91	5,108,719	5,108,719
Insurance	0	0					
Rentals	0	0	Total Overtime			1,230,000	780,000
Maintenance & Repairs	112,800	112,800	FICA			82,158	75,633
Contracted Services	37,650	37,650	Healthcare Benefits - Active			0	0
Supplies	135,473	135,473	Healthcare Benefits - Retirees			0	0
Minor Capital Equipment	4,000	4,000	Severance Pay			401,310	401,310
TOTAL OPERATING	463,373	463,373	College Credits			10,000	10,000
			Medicare - Part B			20,000	20,000
CAPITAL OUTLAY	46,805	46,805	J.T.S.B. & Mask Service Division			6,000	6,000
TOTAL APPROPRIATION	8,131,650	7,679,560	Total Fringe Benefits			519,468	512,943
			Sick Leave Buy-Back			180,000	180,000
			Hearing Aids			1,000	1,000
			Fire Pension Plan			0	0
			Clothing Allowance			66,000	66,000
			Workers' Compensation			312,720	312,720
			Total Miscellaneous			559,720	559,720
			TOTAL PERSONNEL	94	94	7,621,472	7,169,382

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
DEPARTMENT OF PUBLIC WORKS						
<u>0162 NEIGHBORHOOD SERVICES - CITY SERVICES</u>						
Personnel Services	1,317,668	1,331,691	1,254,836	1,198,736	1,239,465	1,237,849
Operating Expenses	340,450	340,450	337,368	168,693	442,900	442,900
Capital Outlay	61,639	61,639	29,250	20,890	18,592	18,592
Non-Expenditure Items	0	0	0	0	0	0
TOTALS	1,719,757	1,733,780	1,621,454	1,388,319	1,700,957	1,699,341
<u>0172 VEHICLE MANAGEMENT</u>						
Personnel Services	612,923	666,310	660,235	507,746	607,682	611,449
Operating Expenses	1,545,006	1,659,420	1,822,439	1,288,197	1,590,050	1,590,050
Capital Outlay	15,699	0	0	0	0	0
Non-Expenditure Items	0	0	0	0	0	0
TOTALS	2,173,627	2,325,730	2,482,674	1,795,943	2,197,732	2,201,499
TOTAL DEPARTMENT OF PUBLIC WORKS						
Personnel Services	1,930,591	1,998,001	1,915,071	1,706,482	1,847,147	1,849,298
Operating Expenses	1,885,456	1,999,870	2,159,807	1,456,889	2,032,950	2,032,950
Capital Outlay	77,338	61,639	29,250	20,890	18,592	18,592
Non-Expenditure Items	0	0	0	0	0	0
TOTAL EXPENDITURES	3,893,385	4,059,510	4,104,128	3,184,262	3,898,689	3,900,840

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
PUBLIC WORKS						
Neighborhood Services -City Svc	24.50	24.50	24.50	25.50	27.00	27.00
Vehicle Management	11.00	11.00	11.00	11.00	12.00	12.00
TOTAL POSITIONS	35.50	35.50	35.50	36.50	39.00	39.00

The 2006 Approved Budget reflects the transfer of nine employees from the State Liquid Fuels Tax Fund to the Bureau of Neighborhood Services - City Services, as all personnel costs were removed from the State Liquid Fuels Tax Fund. This transfer includes one Deputy Director, one Construction Tradesman, five Heavy Equipment Operators, and two Street Maintenance Workers. In addition, the Duplication Center was transferred from the Department of Administration to the Bureau of Building Maintenance. With this transfer, the following positions were added to the Bureau of Building Maintenance: one Central Support Assistant, one Reproduction Technician, and one Clerk. Two vacant positions were eliminated, an Automotive Mechanic from the Bureau of Vehicle Management and a Laborer from the Bureau of Building Maintenance. In the 2007 approved budget The Department of Public Works was reduced by a net of two positions. Positions eliminated include an Assistant Director in Neighborhood Services - Sanitation, and a vacant position in Building Maintenance. In 2008 a Heavy Equipment Operator II was added to Neighborhood Services. There were no other personnel changes. In 2009 in the Office of the Director, a Secretary I was added. In Neighborhood Services a Demolition Specialist I, two Street Maintenance Workers I, a Motor Equipment Operator, a Heavy Equipment Operator and half of a Laborer III were added. There was also an elimination of a Laborer II in Building Maintenance. In the 2010 Budget Building Maintenance was moved to Department of Administration and merged with Operation and revenue. Also, the Office of the Director merged into the Neighborhood Services- City Services with the Director and the Secretary being paid 50% out of the remaining bureaus. Also in Neighborhood Services- City Services the Deputy Director of Neighborhood Services, Electrician III, and a Heavy Equipment Operator which all are vacant have been eliminated.

BUREAU OF NEIGHBORHOOD SERVICES - CITY SERVICES

The Bureau of Neighborhood Services was created in January 2003 through the consolidation of the previous Bureaus of City Services and Sanitation. The Bureau of Neighborhood Services - City Services provides a variety of services to the residents and businesses of the City, contingent upon weather conditions. These services include general repairs to the roadways, resurfacing of worn and deteriorating roadways and alleys, and preparing and maintaining safe roadway conditions in time of snow and ice. This bureau also repairs and maintains all City sewer and storm inlets. Additional responsibilities include leaf collection in the fall and Christmas tree pick-up after Christmas, street cleaning year-round by crews that operate motorized street sweepers and flusher trucks that keep down the dust, and demolition of blighted and deteriorating properties.

In 2004, by way of Mayoral Directive, the Bureau of Traffic Engineering was consolidated into the Bureau of Neighborhood Services - City Services. Because of this consolidation, the Bureau of Neighborhood Services - City Services acquired additional responsibilities such as the operation and maintenance of ninety-one signalized intersections; eight flashing/warning signal locations; the burglar and fire alarm systems and the Public Works Radio system, as well as the fabrication, installation, and maintenance of all traffic control signage; street name signs; and the pavement marking for vehicular and pedestrian control. In addition, the Bureau maintains the electrical and sound systems in the City Park complexes and the special events hosted by the Department of Parks and Recreation, as well as all outline lighting on City Island, uplighting in Riverfront Park, and the Walnut Street Bridge; Christmas decorations and all decorative banners in the City.

In 2006, all personnel related costs were transferred from the State Liquid Fuels Tax Fund to the General Fund. A corresponding amount of utility costs were transferred to the State Liquid Fuels Fund from the General Fund. These transfers were performed to ease compliance and reporting regarding the use of State Liquid Fuels Tax monies. This bureau received the former State Liquid Fuels Tax Fund positions.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET			
General Fund		0162 Neighborhood Services - City Services	
Allocation Plan		Position Control	

PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	67,000	70,500	Director Public Works	0.50	0.50	37,000	40,500
Salaries-BU	1,059,106	1,059,106	Deputy Director	0.50	0.50	30,000	30,000
Overtime	25,280	20,280					
Fringe Benefits	88,079	87,963	Total Management	1.00	1.00	67,000	70,500
TOTAL PERSONNEL	1,239,465	1,237,849	Demolition Crew Leader	1	1	44,940	44,940
OPERATING EXPENSES			Traffic Engineering Tech. I	1	1	42,251	42,251
			Traffic Engineering Tech. III	3	3	128,364	128,364
			Construction Tradesman	1	1	43,678	43,678
			Heavy Equipment Operator III	4	4	174,604	174,604
			Heavy Equipment Operator II	2	2	84,091	84,091
			Street Maintenance Worker III	1	1	42,824	42,824
			Street Maintenance Worker I	5	5	191,022	191,022
			Demolition Specialist I	1	1	40,566	40,566
			Demolition Specialist II	1	1	42,045	42,045
			Demolition Specialist III	1	1	43,097	43,097
			Motor Equipment Operator	4	4	148,070	148,070
			Laborer III	0.5	0.5	17,651	17,651
			Secretary I	0.5	0.5	15,903	15,903
			Total Bargaining Unit	26	26	1,059,106	1,059,106
			Total Overtime			25,280	20,280
			FICA			88,079	87,963
			Healthcare Benefits - Active			0	0
			Healthcare Benefits - Retirees			0	0
			Total Fringe Benefits			88,079	87,963
TOTAL APPROPRIATION	1,700,957	1,699,341	TOTAL PERSONNEL	27.00	27.00	1,239,465	1,237,849

BUREAU OF VEHICLE MANAGEMENT CENTER

The Bureau of Vehicle Management is responsible for the administration, maintenance, and repair of the City's vehicular equipment fleet. The fleet consists of over 465 vehicles and pieces of equipment ranging from tractor and trailers, articulated wheel loaders, fire apparatus, motor cycles and police vehicles, to small equipment such as tractors and lawnmowers.

The administration of the Bureau includes: preparation of the annual budget submission, equipment specifying, titling, licensing, maintaining of state inspection records, surplus disposal, and the scheduled maintenance and repair of all City-owned vehicles. Other associated activities include, but are not limited to, the maintaining of automated reports/records; a parts and supply inventory valued in excess of \$100,000; a fuels/lubricants management program; and the testing and evaluation of programs, such as alternate fuels, to determine the feasibility of adoption for City operations.

The Bureau operates on a budget in excess of \$2.8 million in an effort to provide a highly serviceable fleet while operating in the most efficient and effective method.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0172 Vehicle Management			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	99,000	102,500	Director of Public Works	0.5	0.5	37,000	40,500
Salaries-BU	463,477	463,477	Director	1	1	62,000	62,000
Overtime	2,021	2,021					
Fringe Benefits	43,184	43,451	Total Management	1.5	1.5	99,000	102,500
TOTAL PERSONNEL	607,682	611,449					
OPERATING EXPENSES			Automotive Mechanic IV	6	6	277,072	277,072
Communications	3,800	3,800	Automotive Body Mechanic IV	2	2	91,232	91,232
Professional Services	0	0	Automotive Mechanic I	1	1	38,402	38,402
Utilities	64,300	64,300	Parts Person II	1	1	40,868	40,868
Insurance	0	0	Secretary I	0.5	0.5	15,903	15,903
Rentals	5,200	5,200	Total Bargaining Unit	10.5	10.5	463,477	463,477
Maintenance & Repairs	155,650	155,650	Overtime			2,021	2,021
Contracted Services	10,700	10,700	FICA			43,184	43,451
Supplies	1,350,400	1,350,400	Healthcare Benefits - Active			0	0
Minor Capital Equipment	0	0	Healthcare Benefits - Retirees			0	0
TOTAL OPERATING	1,590,050	1,590,050	Total Fringe Benefits			43,184	43,451
CAPITAL OUTLAY	0	0	TOTAL PERSONNEL	12	12	607,682	611,449
TOTAL APPROPRIATION	2,197,732	2,201,499					

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
PARKS & RECREATION						
<u>0180 OFFICE OF THE DIRECTOR</u>						
Personnel Services	623,950	506,106	565,767	523,213	467,466	479,308
Operating Expenses	285,103	301,702	165,844	195,682	217,401	217,401
Capital Outlay	0	0	0	0	0	0
Grants	8,000	15,550	9,354	14,330	19,350	19,350
TOTALS	917,053	823,359	740,965	733,225	704,217	716,059
<u>0183 BUREAU OF RECREATION</u>						
Personnel Services	630,971	593,558	593,900	567,483	544,599	544,599
Operating Expenses	163,805	194,304	188,037	181,477	206,700	206,700
Capital Outlay	0	7,182	0	0	0	0
TOTALS	794,776	795,045	781,937	748,960	751,299	751,299
<u>0184 BUREAU OF PARKS MAINTENANCE</u>						
Personnel Services	671,451	767,362	778,688	582,893	606,695	606,695
Operating Expenses	439,842	353,420	379,652	324,938	371,800	371,800
Capital Outlay	9,850	0	0	0	0	0
Grants/Non Exp. Item/InterFund Transfer	6,916	0	0	0	0	0
TOTALS	1,128,060	1,120,781	1,158,340	907,831	978,495	978,495
TOTAL DEPARTMENT OF PARKS & RECREATION						
Personnel Services	1,926,373	1,867,026	1,938,355	1,673,590	1,618,760	1,630,602
Operating Expenses	888,750	849,426	733,533	702,097	795,901	795,901
Capital Outlay	9,850	7,182	0	0	0	0
Grants	14,916	15,550	9,354	14,330	19,350	19,350
TOTAL EXPENDITURES	2,839,889	2,739,185	2,681,242	2,390,016	2,434,011	2,445,853

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
PARKS & RECREATION						
Office of the Director	18.00	16.00	12.00	12.00	10.00	10.00
Recreation	10.00	8.00	5.00	5.00	4.00	4.00
Parks Maintenance	14.00	14.00	14.00	14.00	13.00	13.00
TOTAL POSITIONS	42.00	38.00	31.00	31.00	27.00	27.00

The 2005 Approved Budget eliminated one vacant Crew Leader position. The 2006 Approved Budget eliminates the following vacant positions: two part-time Park Rangers, a Landscape Specialist, a Landscape Technician, and a Laborer III. Three new part-time positions were added: a Dance Instructor, a Fitness Instructor, and a Music Instructor. In addition, a Secretary was transferred from the Bureau of Recreation to the Office of the Director. In the 2007 approved budget, the Department of Parks and Recreation has a net loss of four positions. In the Office of the Director, a Park Ranger Supervisor was eliminated and a vacant Park Ranger position was abolished. In the Bureau of Recreation, a Deputy Recreation Director was eliminated and a vacant Clerk position was abolished. In 2008, six part-time Park Ranger positions were eliminated from the Office of the Director while two were added as full-time. In the Bureau of Recreation, three part-time positions were eliminated: a Fitness Instructor, a Dance Instructor, and a Music Instructor. In 2010 the Office of the Director there was two vacant positions cut, Special Events Coordinator and the part-time Special Events Marketing Assistant. In Bureau of Recreation the vacant Golf Instructor was eliminated. Also in the Bureau of Parks Maintenance a vacant laborer III has been eliminated.

OFFICE OF THE DIRECTOR

The Office of the Director is responsible for planning and conducting all City special events, park planning and development, park security, publication of the City Calendar, and the overall direction and management of the department. This office plans, schedules, promotes, implements, manages, and solicits sponsorships for all City special events. Two major events that highlight the calendar are the American MusicFest (held over the Independence Day Weekend) and the Kipona Celebration (held over the Labor Day Weekend). In addition to these events, numerous other activities take place during the year including, but not limited to, summer concerts in various City parks, the Holiday Parade, and the Harrisburg New Year's Eve Celebration.

Park planning and development is performed by this office and oversight of all construction projects underway in the parks system is a primary responsibility of the Director. Since 1985, more than \$70 million has been spent in Harrisburg's parks system under the Mayor's Parks Improvement Program. Additionally, technical assistance from this office is provided to the Harrisburg School District, Harrisburg Housing Authority, various PTA organizations, and neighborhood organizations regarding playground improvements, fund-raising activities, grantsmanship techniques, and recreational programs.

The Park Ranger Program, created by the Mayor in 1990, provides for ongoing security in all City parks, playgrounds, and open space areas, along with providing information to the general public regarding Harrisburg and its park system. The Park Rangers patrol the park system on a 20-hours per day basis in order to maintain order and enforce park rules and regulations.

Published as a free service and distributed through newsstands, grocery stores, libraries, and organizations throughout the greater Harrisburg area, the *Harrisburg City Calendar* offers details on City programs and a bi-monthly calendar of events. Additional publications are published for the City's festivals and for the Summer Recreation Program. The bi-monthly calendar has grown to an annual distribution of nearly 211,000 copies. Counting the City Island brochure, the Kipona Celebration brochure, the American MusicFest brochure, and the Summer Recreation brochure, the number of publications issued annually totals over 370,000. The sale of advertising space offsets some of the *Harrisburg City Calendar* costs.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
General Fund				0180 Office of the Director			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	288,350	299,350	Director	1	1	70,000	81,000
Salaries-BU	140,142	140,142	Exec. Dir. - Parks Partnership	1	1	42,000	42,000
Salaries-Part-Time	0	0	Special Events Director	1	1	59,225	59,225
Overtime	5,752	5,752	Events Marketing Director	1	1	30,675	30,675
Fringe Benefits	33,222	34,064	Park Ranger Supervisor	1	1	41,000	41,000
			Chief Park Ranger	1	1	45,450	45,450
TOTAL PERSONNEL	467,466	479,308	Total Management	6	6	288,350	299,350
OPERATING EXPENSES			Park Ranger	2	2	66,139	66,139
Communications	74,226	74,226	Administrative Assistant I	1	1	35,891	35,891
Professional Services	1,000	1,000	Secretary I	1	1	38,112	38,112
Utilities	0	0					
Insurance	0	0	Total Bargaining Unit	4	4	140,142	140,142
Rentals	58,000	58,000					
Maintenance & Repairs	1,250	1,250	Total Part-Time	0	0	0	0
Contracted Services	65,725	65,725					
Supplies	15,200	15,200	Overtime			5,752	5,752
Minor Capital Equipment	2,000	2,000					
TOTAL OPERATING	217,401	217,401	FICA			33,222	34,064
			Healthcare Benefits - Active			0	0
CAPITAL OUTLAY	0	0	Healthcare Benefits - Retirees			0	0
GRANTS	19,350	19,350	Total Fringe Benefits			33,222	34,064
TOTAL APPROPRIATION	704,217	716,059	TOTAL PERSONNEL	10	10	467,466	479,308

BUREAU OF RECREATION

The Bureau of Recreation offers the most extensive year-round recreational programming in the City's history. The fall, winter, and spring programs are general recreational activities based largely at public school gymnasiums. These programs include, but are not limited to, sports events, athletic events, arts and crafts (including an art contest for elementary students), puppet shows, live children's theater productions, aerobic and exercise classes, gymnastics, skating, and miscellaneous games. Summer programming occurs on twelve to sixteen staffed playgrounds, with assistance provided by hired recreationists and teachers aides, and consists of sports programs for golf, volleyball, basketball, soccer, football, T-ball, and tennis, as well as sports clinics for basketball, soccer, and golf. In addition, this bureau provides arts and crafts, 4-H activities, computer classes, nutrition classes, peer mediation, cooking classes, reading programs on twelve to sixteen playgrounds during the summer months, along with swimming instruction, environmental/educational programs, and dance, drama, photography and music appreciation classes. This year we added a money camp to teach youth about household chores. Swimming programs are offered at our two inner-city swimming pools and at the City Island Beach from Memorial Day to Labor Day. Pool #1 and Pool #2 are open from mid-June to early September.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET

General Fund

0183 Recreation

Allocation Plan			Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED
Salaries-Mgmt	91,500	91,500	Director	1	1	51,500
Salaries-BU	78,678	78,678	Sports/Special Programs	1	1	40,000
Salaries-Temp. Emp.	327,719	327,719	Coordinator			
Overtime	8,000	8,000				
Fringe Benefits	38,702	38,702	Total Management	2	2	91,500
TOTAL PERSONNEL	544,599	544,599				
			Recreation Program Asst.	1	1	40,566
			Parks & Recreation Asst.	1	1	38,112
			Total Bargaining Unit	2	2	78,678
OPERATING EXPENSES						
Communications	9,650	9,650	Temporary Employees			327,719
Professional Services	1,200	1,200				
Utilities	0	0	Total Temporary Employees			327,719
Insurance	0	0				
Rentals	17,500	17,500	Overtime			8,000
Maintenance & Repairs	43,700	43,700				
Contracted Services	49,250	49,250	FICA			38,702
Supplies	82,400	82,400	Healthcare Benefits - Active			0
Minor Capital Equipment	3,000	3,000	Healthcare Benefits - Retirees			0
TOTAL OPERATING	206,700	206,700	Total Fringe Benefits			38,702
CAPITAL OUTLAY	0	0	TOTAL PERSONNEL	4	4	544,599
TOTAL APPROPRIATION	751,299	751,299				

BUREAU OF PARKS MAINTENANCE

The Bureau of Parks Maintenance is directly responsible for the maintenance of twenty-seven parks and playgrounds, along with two parcels, two softball fields, one multi-sports complex, two swimming pools, and numerous basketball and tennis courts which total more than park land, as well as a 1,200 acre greenbelt, which travels the circumference of the City, linking many recreational facilities together. This responsible for the landscaping and maintenance of the City's 4.5 mile riverfront embankment known as Riverfront Park. Other park main include minor repair work; cleaning and painting of structures; trash removal on a bi-weekly basis; cleaning of storm drains in area parks; ar and maintenance work associated with Italian Lake, City Island, Sunken Garden, Swenson Plaza, Reservoir Park, Riverfront Park, Kun eight traffic islands, as well as the maintenance of 50,000 shade trees within the City's corporate limits. Additionally, the Bureau assists v tear-down of all special events programs.

**EXPENDITURE ANALYSIS DETAIL
2010 BUDGET**

General Fund

0184 Park

Allocation Plan			Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED
Salaries-Mgmt	67,660	67,660	Director	1	1	67,660
Salaries-BU	472,440	472,440				
Overtime	23,480	23,480	Total Management	1	1	67,660
Fringe Benefits	43,115	43,115				
			Stadium Groundskeeper	1	1	44,618
TOTAL PERSONNEL	606,695	606,695	Construction Tradesman II	1	1	45,051
			Crew Leader IV	2	2	89,880
OPERATING EXPENSES			Landscape Specialist II	1	1	41,891
			Botanical Specialist I	1	1	38,257
Communications	10,800	10,800	Motor Equipment Operator	1	1	34,742
Professional Fees	0	0	Tradesman I	2	2	74,532
Utilities	141,000	141,000	Gardener I	1	1	35,891
Insurance	0	0	Laborer III	2	2	67,578
Rentals	1,500	1,500				
Maintenance & Repairs	68,000	68,000				
Contracted Services	10,050	10,050	Total Bargaining Unit	12	12	472,440
Supplies	140,450	140,450				
Minor Capital Equipment	0	0	Overtime			23,480
TOTAL OPERATING	371,800	371,800	FICA			43,115
			Healthcare Benefits - Active			0
CAPITAL OUTLAY	0	0	Healthcare Benefits - Retirees			0
TOTAL APPROPRIATION	978,495	978,495	Total Fringe Benefits			43,115
			TOTAL PERSONNEL	13	13	606,695

GENERAL EXPENSES

This group of accounts is used to reflect all expenses in the General Fund which are not directly related to any one particular departmental operation. Examples include specific personnel costs, such as pension plan contributions, employee severance pay, workers' compensation, loss/time medical payments, and other miscellaneous expenses, including telephone services, insurance(s), and various subsidies and grants to local units.

TRANSFERS TO OTHER FUNDS

This group of accounts is used to reflect transfers to other City funds and related entities, either to fund for payment of general obligation debt or to supplement operations.

EXPENDITURE ANALYSIS SUMMARY 2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Proposed Budget
0188 GENERAL EXPENSES						
Personnel Services	754,729	1,573,401	687,215	9,958,628	9,853,000	10,355,321
Operating Expenses						
Communications	130,189	105,931	106,068	101,711	125,200	125,200
Professional Fees	123,045	789,507	539,113	146,891	1,317,500	527,500
Insurance	776,464	861,433	967,061	910,856	872,489	872,489
Contracted Services	147,638	81,168	89,986	49,114	91,800	91,800
Supplies	3,976	249	0	0	0	0
Minor Capital Equipment	2,361	0	0	0	0	0
Total Operating Expenses	1,183,674	1,838,288	1,702,227	1,208,571	2,406,989	1,616,989
Capital Outlay	0	0	702	468	580	580
Subsidies and Grants	456,142	320,464	403,955	417,905	427,402	427,402
Cash Over/Under	0	0	0	0	0	0
Uncollectible Accounts	0	1,893,700	0	0	0	0
Refund of Prior Year Revenue	0	0	1,136	0	0	0
Fines and Settlements	514,375	0	0	0	1,570,000	1,800,000
Payment of Prior Year Expenditures	0	0	0	0	0	0
E.M.S. Tax Eligible Expenses	0	0	0	0	0	0
Hotel Tax Proceeds	0	0	0	0	0	100,000
TRAN Costs	50,723	0	0	0	0	0
Repayment of Federal Grants Fund	0	0	0	0	0	0
Repayment of Workers' Comp. Fund	0	0	0	0	0	0
Audit Exceptions	0	0	0	0	0	0
Contingency Reserve Fund	0	0	0	0	0	2,000,000
Total General Expenses	2,959,643	5,625,853	2,795,234	11,585,571	14,257,971	16,300,292
0189 TRANSFERS TO OTHER FUNDS						
Debt Service Fund	8,776,981	6,324,036	10,004,928	11,338,871	10,325,921	10,325,921
Emergency Reserve Fund	0	0	0	0	0	0
Total Transfers	8,776,981	6,324,036	10,004,928	11,338,871	10,325,921	10,325,921

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

General Fund

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
WAGES/BENEFITS						
Salaries/Wages/Benefits	147,310	53,306	57,803	8,577,314	9,050,000	9,092,321
Early Retirement	0	0	0	0	0	0
Sick Leave Buy-Back	4,976	4,946	5,656	6,937	6,000	6,000
Severance Pay	232,786	753,192	386,369	1,096,061	500,000	700,000
Medicare	0	0	0	0	0	0
Unemployment Compensation	42,894	202,298	73,438	87,330	65,000	145,000
TOTAL WAGES/BENEFITS	427,966	1,013,743	523,265	9,767,641	9,621,000	9,943,321
WORKERS' COMPENSATION						
Workers' Compensation Adj. Fees	32,856	35,039	59,799	46,825	52,000	52,000
Loss Time & Medical	207,921	418,703	(6,750)	39,556	70,000	250,000
State Fees/Assessments	18,301	32,294	38,202	33,923	36,000	36,000
Excess Policy & Bond	76,076	73,623	72,698	70,682	74,000	74,000
Excess Policy/Other Recoveries	0	0	0	0	0	0
TOTAL WORKERS COMP.	335,153	559,658	163,950	190,986	232,000	412,000
PENSION CONTRIBUTIONS						
Police Pension	(8,391)	0	0	0	0	0
Fire Pension	0	0	0	0	0	0
Non-Unif. Pension	0	0	0	0	0	0
TOTAL PENSION CONTRIB.	(8,391)	0	0	0	0	0
TOTAL PERSONNEL SERVICES	754,729	1,573,401	687,215	9,958,628	9,853,000	10,355,321
COMMUNICATIONS						
Advertising	0	395	375	135	500	500
Printing & Report Binding	48	0	0	0	0	0
Telephone/Pagers	128,743	105,535	104,813	101,575	100,000	100,000
Email	0	0	0	0	24,200	24,200
Postage	1,399	1	880	0	500	500
TOTAL COMMUNICATIONS	130,189	105,931	106,068	101,711	125,200	125,200
PROFESSIONAL FEES						
Legal Fees	803	786,536	347,999	106,190	1,317,500	527,500
Consulting	107,229	2,971	16,500	22,952	0	0
Other	15,014	0	174,614	17,749	0	0
TOTAL PROFESSIONAL FEES	123,045	789,507	539,113	146,891	1,317,500	527,500

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

General Fund

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
INSURANCE						
Stop Loss - Premium	232,952	293,009	374,249	409,979	388,000	388,000
Automobile - Premium	139,522	134,305	158,700	135,354	116,000	116,000
Automobile - Deductible	16,954	10,987	13,349	26,098	15,000	15,000
General Liability - Premium	162,417	149,436	169,773	131,000	172,867	172,867
General Liability - Deductible	38,697	94,520	75,023	56,273	46,000	46,000
Boiler & Machinery - Premium	0	0	0	0	0	0
Property & Crime - Premium	53,971	49,697	41,436	44,100	42,153	42,153
Property & Crime - Deductible	0	762	0	195	500	500
Inland Marine - Premium	36,587	40,553	42,436	15,200	14,483	14,483
Flood - Premium	13,092	15,812	17,997	18,212	18,270	18,270
Police Professional Liability - Premium	(1,038)	0	0	0	0	0
Police Professional Liability - Deductible	0	0	0	0	0	0
Public Official Liability - Premium	34,949	30,733	26,867	27,300	7,818	7,818
Public Official Liability - Deductible	3,401	307	1,714	10,446	5,000	5,000
Excess Liability - Premium	38,402	35,267	40,488	31,300	41,271	41,271
Terrorism - Premium	6,558	6,046	5,030	5,400	5,127	5,127
TOTAL INSURANCE	776,464	861,433	967,061	910,856	872,489	872,489
CONTRACTED SERVICES						
Maintenance Service Contract	21,733	35,163	32,312	7,491	46,200	46,200
Freight-Shipping	0	0	0	0	0	0
Bank Administration/Trustee Fees	4,216	2,058	4,178	4,178	4,300	4,300
Travel	0	7,273	86	0	0	0
Conference	0	495	0	0	0	0
Membership Dues	18,348	19,403	19,920	19,885	20,000	20,000
Catastrophic Event Disaster Recovery	5,412	8,214	8,214	8,214	8,300	8,300
Miscellaneous	82,646	849	17,192	450	5,000	5,000
Bank Service Charges	15,284	7,713	8,083	8,895	8,000	8,000
TOTAL CONTRACTED SERVICES	147,638	81,168	89,986	49,114	91,800	91,800
SUPPLIES & EXPENSES						
Subscriptions	0	0	0	0	0	0
Photography	0	0	0	0	0	0
Data Processing	0	249	0	0	0	0
Miscellaneous	3,976	0	0	0	0	0
TOTAL SUPPLIES & EXPENSES	3,976	249	0	0	0	0
MINOR CAPITAL EQUIPMENT						
Office Equipment	2,361	0	0	0	0	0
TOTAL MINOR CAPITAL EQUIPMENT	2,361	0	0	0	0	0
TOTAL OPERATING	1,183,674	1,838,288	1,702,227	1,208,571	2,406,989	1,616,989
CAPITAL OUTLAY						
Lease/Purchase Capital Equipment	0	0	702	468	580	580
Miscellaneous	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	702	468	580	580

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

General Fund

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
SUBSIDIES & GRANTS						
Grants to Local Units	76,136	20,000	15,000	15,000	15,000	15,000
Dauphin County Library	50,000	50,000	50,000	50,000	50,000	50,000
Capital Area Transit	250,464	250,464	259,413	268,363	277,760	277,760
Downtown Improvement District (DID)	19,542	0	19,542	19,542	19,642	19,642
Harrisburg Regional Chamber	60,000	0	60,000	65,000	65,000	65,000
TOTAL SUBSIDIES & GRANTS	456,142	320,464	403,955	417,905	427,402	427,402
Cash Under/Over	0	0	0	0	0	0
Uncollectible Accounts	0	1,893,700	0	0	0	0
Refund of Prior Year Revenue	0	0	1,136	0	0	0
Fines and Settlements	514,375	0	0	0	1,570,000	1,800,000
Payment of Prior Year Expenditures	0	0	0	0	0	0
E.M.S. Tax Eligible Expenses	0	0	0	0	0	0
Hotel Tax Proceeds	0	0	0	0	0	100,000
TRAN Costs	50,723	0	0	0	0	0
Repayment of Federal Grants Fund	0	0	0	0	0	0
Repayment of Workers' Compensation Fund	0	0	0	0	0	0
Audit Exceptions	0	0	0	0	0	0
Contingency Reserve Account	0	0	0	0	0	2,000,000
TOTAL GENERAL EXPENSES	2,959,643	5,625,853	2,795,234	11,585,571	14,257,971	16,300,292
0189 TRANSFERS TO OTHER FUNDS						
Debt Service Fund	8,776,981	6,324,036	10,004,928	11,338,871	10,325,921	10,325,921
Emergency Reserve Fund	0	0	0	0	0	0
Total Transfers	8,776,981	6,324,036	10,004,928	11,338,871	10,325,921	10,325,921

STATE LIQUID FUELS TAX FUND

The State Liquid Fuels Tax Fund is funded by an annual Commonwealth of Pennsylvania State Liquid Fuels Tax allocation and investment income. This fund is used to account for state aid revenue used primarily for building, improving, and maintaining city roads and bridges in accordance with policies and procedures of the County Liquid Fuels Tax Act of 1931 and the Liquid Fuels Tax Act 655 of 1956 of the Commonwealth of Pennsylvania.

RESOURCE ALLOCATION 2010 BUDGET			
RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	1,272	MAINTENANCE	915,443
LIQUID FUELS TAX RECEIPTS	891,260		
FUND BALANCE APPROPRIATION	22,911		
TOTAL RESOURCES	<u>915,443</u>	TOTAL APPROPRIATION	<u>915,443</u>

STATE LIQUID FUELS TAX FUND
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
REVENUE ANALYSIS SUMMARY						
Investment Income	24,282	26,764	11,236	1,687	1,272	1,272
Liquid Fuels Tax Receipts	846,057	874,421	963,451	929,148	891,260	891,260
Road Turnback Program	0	0	0	0	0	0
TOTAL REVENUE	870,339	901,185	974,687	930,835	892,532	892,532
Fund Balance Appropriation	10,583	0	51,500	0	22,911	22,911
TOTAL RESOURCES	880,922	901,185	1,026,187	930,835	915,443	915,443
REVENUE ANALYSIS DETAIL						
Interest-Savings Account	1,087	469	11,009	36	41	41
Interest-Other	23,195	26,295	227	1,650	1,231	1,231
Liquid Fuels Tax Receipts	846,057	874,421	963,451	929,148	891,260	891,260
Road Turnback Program	0	0	0	0	0	0
TOTAL REVENUE	870,339	901,185	974,687	930,835	892,532	892,532
Fund Balance Appropriation	10,583	0	51,500	0	22,911	22,911
TOTAL RESOURCES	880,922	901,185	1,026,187	930,835	915,443	915,443
EXPENDITURE ANALYSIS SUMMARY						
Personnel Services	0	0	503,211	0	0	0
Operating Expenses	769,951	841,521	299,058	841,240	847,761	847,761
Capital Outlay	0	8,023	0	0	0	0
Transfers	64,063	64,672	62,662	67,682	67,682	67,682
TOTAL EXPENDITURES	834,014	914,216	864,931	908,922	915,443	915,443

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

Special Revenue Fund

2020 State Liquid Fuels

Allocation Plan			Position Control				
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	0	0					
Salaries-BU	0	0					
Overtime	0	0	Total Management	0	0	0	0
Fringe Benefits	0	0					
Miscellaneous	0	0	Total Bargaining Unit	0	0	0	0
TOTAL PERSONNEL	0	0	Overtime			0	0
OPERATING EXPENSES			FICA				
Communications	0	0	Healthcare Benefits - Active				
Professional Services	0	0	Healthcare Benefits - Retirees				
Utilities	597,169	597,169	Total Fringe Benefits			0	0
Insurance	0	0					
Rentals	0	0	Sick Leave Buy-Back				
Maintenance & Repairs	39,592	39,592	Severance Pay				
Contracted Services	0	0	Unemployment Compensation				
Supplies	211,000	211,000	Workers' Compensation				
Minor Capital Equipment	0	0	Loss/Time Medical				
TOTAL OPERATING	847,761	847,761	State Fees				
			Excess Policy & Bond				
CAPITAL OUTLAY	0	0	Non-Uniformed Pension				
			Total Miscellaneous			0	0
TRANSFERS	67,682	67,682					
			TOTAL PERSONNEL	0	0	0	0
TOTAL APPROPRIATION	915,443	915,443					

**Community Development Block Grant Program (CDBG)
HOME Investment Partnerships Program (HOME)
Emergency Shelter Grant Program (ESG)
Lead Hazard Control Program (LHC)**

2009 - 2010 PROGRAM YEAR BUDGET SUMMARY, FY 2009

**DEPARTMENT OF BUILDING AND HOUSING DEVELOPMENT
BUREAU OF HOUSING**

The Bureau of Housing carries out a variety of community and residential development activities to revitalize Harrisburg's neighborhoods. The Bureau is funded primarily by the U.S. Department of Housing and Urban Development through the Community Development Block Grant, HOME Investment Partnership, Emergency Shelter Grant, and Lead Hazard Control Programs. The Bureau maximizes the use of federal, state, and local funds, as well as private resources in achieving its objectives. The Bureau's housing programs include the Home Improvement Program (assistance for low- and moderate-income homeowners), the Homeownership Opportunities Program (rehabilitation of vacant houses), the Homeownership Impact Loan Program (first-time homebuyer assistance), Emergency Demolition Program, Homeowners Emergency Loan Program (HELP), and the Lead Hazard Control Program. The Bureau seeks to stimulate private investment in City real estate through rehabilitation of vacant structures and disposition of vacant lots. The Bureau sponsors several programs designed to encourage community involvement in neighborhood improvement and beautification efforts. These include the Adopt-A-Lot Urban Gardening Program and the Adopt-A-Block Beautification Program.

The Bureau also promotes and facilitates private development of quality housing in Harrisburg's Neighborhoods. Ongoing projects include Capitol Heights, the Residences and Townhomes at Governor's Square, Marketplace Townhomes, and the Mt. Pleasant Homes project. The Bureau works in cooperation with the Office of the City Engineer to implement major public infrastructure improvements in support of housing and community development. Prior to the actual development phase, staff works to assemble land and request proposals for new housing development initiatives. The Bureau works closely with developers to promote quality construction that will expand the City's tax base and grow its population.

Along with its relationships with private developers, the Bureau supports the housing development efforts of private non-profit agencies by providing federal, state, and local funds and/or properties to organizations such as Tri-County Housing Development Corporation, and Habitat for Humanity. The Bureau also directs Emergency Shelter Grant funds to agencies providing shelter and other assistance to homeless persons, including the YWCA, Shalom House, and Christian Churches United. The Bureau has provided funding for repairs or improvements to community facilities such as Camp Curtin YMCA, Hamilton Health Center, Boys and Girls Club, etc. Bureau staff assists non-profits by providing technical guidance on project management, budgeting, and the numerous grant compliance issues such as eligibility of expenditures, procurement of contractors and services, affirmative action, and conflict of interest.

The Bureau of Housing administers an aggressive Lead Paint Hazard Control Program to reduce lead paint hazards in the older homes of low and moderate-income owner-occupants. Under a cooperation agreement with the City, Pinnacle Health Childhood Lead Poisoning Prevention Program provides blood testing of children and lead paint testing in homes. The Bureau uses certified contractors who are qualified to carry out lead paint hazard control. This program is funded by a \$2.1 million, 36-month grant from the U.S. Department of HUD and a \$530,000, 42-month grant from the PA Department of Health.

The Housing Bureau provides all staff support for the Harrisburg Redevelopment Authority's (HRA) acquisition and disposition activities, most of which support City initiatives such as Homeownership Opportunities Program, Capitol Heights, Market Place, Governor's Square, and Mount Pleasant Apartments projects. The Bureau staff manages and maintains the majority of Redevelopment Authority properties prior to sale to developers or homeowners. The Bureau also participates in community based planning processes such as Consolidated Plan (for federal housing and community development grants), and the Continuum of Care, a strategy for addressing homelessness.

Harrisburg City Council
Ordinance
NO. 6 of Session 2009

Moved by LINDA D. THOMPSON – June 9, 2009

An Ordinance appropriating HOME Investment Partnerships Program (HOME) funds from The United States Department of Housing and Urban Development for Fiscal Year 2009 and authorizing expenditure of such funds.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HARRISBURG, AND IT IS HEREBY ENACTED BY AUTHORITY OF THE SAME, as follows:

SECTION 1. The City of Harrisburg’s 2005-2010 Consolidated Plan provides the City a comprehensive vision for the use of federal funds that encompasses a description of the needs related to affordable housing, infrastructure, fair housing, economic development and helping the homeless. Through a process of consultation with the community, the City has developed goals and objectives for addressing these needs. The Consolidated Plan charts a strategic course of action for revitalization and community development. Benchmarks for performance under the specific goals and objectives have been established by which the City and its citizens can track the performance of the programs established by the City.

The Consolidated Plan meets the application requirements of the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant program (CDBG), the HOME Investment Partnership Program (HOME) and the Emergency Shelter Grant Program (ESG). The City of Harrisburg is a formula grantee and receives funding each year in October for the new program year.

SECTION 2. HOME Investment Partnership Program (HOME) funds for Fiscal Year 2009 of \$628,317.00 and Program Income of \$25,000.00 shall be appropriated as noted below. Additionally, the cancellation of the Wesley Union Community Development Corporation – Wesley Garden Estates project funded in Fiscal Years 2004 and 2005 is included in the Fiscal Year 2009 appropriation. \$300,000.00 of HOME funds allocated to support this activity will be reallocated to the following activities: Tri County HDC – Homeownership Choice Project and Gaudenzia Foundation – DELTA Community Apartments.

<u>Activity</u>	<u>Appropriation</u>
TriCounty HDC - Capital Corridors SF Rehab	\$100,000.00
TriCounty HDC – Homeownership Choice	\$200,000.00
Home Improvement Program (HIP)	\$494,404.00
Gaudenzia Foundation’s DELTA Apartments	\$100,000.00
Grant Administration	\$58 913.00
Total HOME	\$953,317.00

SECTION 3. The Department of Building and Housing Development is authorized to submit the Annual Action Plan for the City's 2009-2010 allocation of Home Investment Partnerships Program funds for Fiscal Year 2009 to the appropriate agency in order to obtain HOME Investment Partnerships Program funds.

SECTION 4. DELEGATION.

Appropriate City officials are authorized to take such actions as are necessary to effectuate this ordinance.

SECTION 5. SEVERABILITY.

If any provision, sentence, clause, section or part of this ordinance or the application thereof to any person or circumstance is for any reason found to be unconstitutional, illegal or invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Council of the City of Harrisburg that this Ordinance would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part not been included herein.

SECTION 6. REPEALER.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 7. EFFECTIVE DATE.

This Ordinance shall take effect in accordance with the law.

Seconded by: Daniel C. Miller

Passed by City Council: July 14, 2009

Signed by the Mayor: July 15, 2009

Harrisburg City Council
Ordinance
NO. 7 of Session 2009

Moved by LINDA D. THOMPSON – June 9, 2009

An Ordinance appropriating Emergency Shelter Grant Program funds from the United States Department of Housing and Urban Development for Fiscal Year 2009 and authorizing expenditure of such funds.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HARRISBURG, AND IT IS HEREBY ENACTED BY AUTHORITY OF THE SAME, as follows:

SECTION 1. The City of Harrisburg's 2005-2010 Consolidated Plan provides the City a comprehensive vision for the use of federal funds that encompasses a description of the needs related to affordable housing, infrastructure, fair housing, economic development and helping the homeless. Through a process of consultation with the community, the City has developed goals and objectives for addressing these needs. The Consolidated Plan charts a strategic course of action for revitalization and community development. Benchmarks for performance under the specific goals and objectives have been established by which the City and its citizens can track the performance of the programs established by the City.

The Consolidated Plan meets the application requirements of the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant program (CDBG), the HOME Investment Partnership Program (HOME) and the Emergency Shelter Grant Program (ESG). The City of Harrisburg is a formula grantee and receives funding each year in October for the new program year.

SECTION 2. Emergency Shelter Grant Program funds for Fiscal Year 2009 of \$91,700.00 shall be appropriated as follows:

<u>Activity</u>	<u>Appropriation</u>
Christian Churches United/H.E.L.P.	\$ 40,000.00
Shalom House Operations	\$ 28,400.00
YWCA of Greater Harrisburg	\$ 23,300.00
Total ESG	\$ 91,700.00

SECTION 3. The Department of Building and Housing Development is authorized to submit the Annual Action Plan for the City's 2009-2010 allocation of Emergency Shelter Grant funds for Fiscal Year 2009 to the appropriate agency in order to obtain Emergency Shelter Grant funds.

SECTION 4. DELEGATION.

Appropriate City officials are authorized to take such actions as are necessary to effectuate this Ordinance.

SECTION 5. SEVERABILITY.

If any provision, sentence, clause, section or part of this Ordinance or the application thereof to any person or circumstance is for any reason found to be unconstitutional, illegal or invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Council of the City of Harrisburg that this Ordinance would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part not been included herein.

SECTION 6. REPEALER.

All ordinances or parts of ordinances in conflict herewith are hereby appealed.

SECTION 7. EFFECTIVE DATE.

This Ordinance shall take effect in accordance with the law.

Seconded by: Daniel C. Miller

Passed by City Council: July 14, 2009

Signed by the Mayor: July 15, 2009

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources, principally transfers from the General Fund and State Liquid Fuels Tax Fund and proceeds from the sale or use of City assets, for the payment of general long-term obligation principal, interest, and related costs.

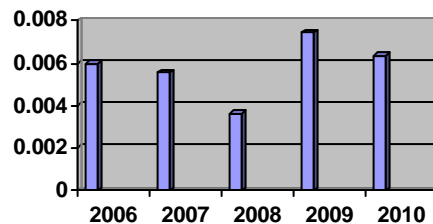
OVERVIEW

The City currently has eight debt issues outstanding of a general obligation nature. These issues are ultimately secured by the full faith, credit and taxing power of the City. They bear interest, payable semiannually or annually, at rates varying from 1.59% to 7.75%. The first three of these debt issues are insured and have an "Aaa" rating from Moody's and an "AAA" rating from Standard & Poor's. The following is a description of the debt issues currently outstanding and the projects they financed:

1. **1995 Federally Taxable General Obligation Bonds, Series A and B.** This \$35,734,416 issue was approved by City Council on December 5, 1995, to fund the City's unfunded actuarial accrued pension liability with deposits to the applicable City pension plans and for the payment of all costs and expenses related to the issuance of the Bonds. The Series A Bonds (\$33,394,416) and Series B Bonds (\$2,340,000), dated December 15, 1995, have 15-year and 11-year terms, respectively, and are being repaid by General Fund real estate taxes, pension system state aid, liquid fuels tax receipts, and user fees from the Sewer Utility Fund on a pro-rata share basis. The Series B bonds were paid off during 2006.
2. **1997 General Obligation Refunding Bonds, Series D.** This \$24,891,722 issue was approved by City Council on November 25, 1997, to advance refund the City's \$22,195,000 General Obligation Bonds, Series B-1 of 1997 in whole, to fund certain capital projects of the City, and to pay costs of issuance related to the Bonds. The B-1 Bonds were issued to retire the City's \$15,000,000 G.O. Note, Series A of 1995, issued to the Emmaus Bond Pool Program (EPIII); and to pay for the costs and expenses of a National Civil War Museum, certain street repaving and repairs, and certain parking facilities. The Series D Bonds have a term of 25 years and are being repaid from General Fund real estate taxes.
3. **1997 General Obligation Refunding Notes, Series F.** This \$26,632,303 issue was approved by City Council on November 25, 1997, to currently refund all of the City's \$25,000,000 General Obligation Bonds, Series 1995, which proceeds paid in full on March 1, 1995; the City's \$25,000,000 G.O. Note, Series A of 1992, issued to Emmaus General Authority Bond Pool Program (EPII); to pay for costs and expenses of a National Civil War Museum, certain street/alley repaving/reconstruction and other certain capital projects of the City and to pay costs of issuance related to the Notes. The Notes, dated December 1, 1997, have a term of 25 years and are being repaid from General Fund real estate taxes.
4. **2003 General Obligation Notes, Series A, B and C.** These notes, totaling \$627,800, were approved by City Council on June 10, 2003, for the purpose of providing funds to apply for and towards various transportation infrastructure improvement projects including the Hamilton Street Intersection Project at Sixth Street, the State Street Intersection Project at Reservoir Park, and the purchase and installation of energy-saving LED traffic signal lenses for approximately 24 intersections in the City. These Notes have a term of 10 years and are being repaid from General Fund real estate taxes.
5. **2006 Series A-2 Revenue Bonds.** These bonds, totaling \$9.0 million, were approved by City Council on November 29, 2004, for the purpose of renovating the City's Commerce Bank Park Stadium. Renovations to the stadium, which originally opened for the 1987 baseball season, were necessary for the Harrisburg Senators to have a baseball venue that meets professional baseball standards and the amenities now offered at almost all of the stadiums in the Class AA Eastern league of Professional baseball clubs, of which the Harrisburg Senators is a member. The project is expected to cost approximately \$42 million and the City has applied to the Commonwealth of Pennsylvania for a grant to offset the cost. The baseball team was sold to Senators Partners LLC during 2007. General Fund Real Estate Taxes, proceeds from the park permit revenue, and revenue from the new and improved stadium will be used to pay the debt service on the bonds.

6. **2006 Lease Revenue Bonds, Series of 2006.** On December 15, 2006, the Harrisburg Redevelopment Authority, on behalf of the City of Harrisburg, issued \$7.2 lease revenue bonds to finance the leasing of the McCormick Public Service Center from the City and then subleasing of the building back to the City. The proceeds from the issuance were turned over to the City and the City is responsible for the debt service. Harrisburg City Council has authorized the sale of certain artifacts to pay down the debt service on these bonds.
7. **2007 Capital Lease.** On October 19, 2007, the City entered into a capital lease agreement to purchase \$8,748,385 of equipment. Proceeds will be used to purchase: \$266,000 of vehicles for the Department of Building and Housing; \$1,050,000 of computer equipment for various departments; \$1,100,000 of vehicles for the Fire Bureau; \$2,135,000 of equipment for the Bureau of Neighborhood Services; \$470,000 of vehicles for Sanitation; \$40,000 of equipment for the Vehicle Management Center; \$500,000 of vehicles and equipment for the Water Bureau; \$1,277,685 of vehicles and equipment for the Department of Parks and Recreation; \$1,599,700 of vehicles for the Bureau of Police; and \$310,000 of miscellaneous city-wide equipment. The lease has a five-year term and is being repaid from real estate taxes.
8. **2008 General Obligation Note.** On March 26, 2008, the city received a \$2.4 million Pennsylvania infrastructure bank loan to finance the cost of resurfacing various streets throughout the City. The note is being repaid from General Revenues of the City.
9. The City also guarantees various debt issues of one of its component units, The Harrisburg Authority (THA). The Harrisburg Authority issued various bonds and notes to finance the renovation and upgrade of a Resource Recovery Facility that it has contracted with Covanta Energy to operate. During 2009, THA had to utilize certain debt service reserves in conjunction with the City's and Dauphin County's guarantee to make the required debt service payments. The City expects to have to exercise those obligations again during the 2010 fiscal year. The attached schedule on the following page details the specific debt issues and the monthly amounts needed to fund the payments and re-establish the reserves.

Debt Service Millages 2006-2010



2006	0.005997
2007	0.005584
2008	0.003623
2009	0.007439
2010	0.006375

DEBT MANAGEMENT

The City structures its debt service (principal, interest, and related costs) at a fixed level of expenditure by which to budget. Financing the debt somewhat evenly over the useful life of the project not only enables the cost to be spread equitably to all who benefit from the project, current and future, but also keeps expenditures relatively constant year after year.

Debt Service requirements, not otherwise provided for, are appropriated in the year in which they are due. As part of the annual tax levy ordinance, the City designates property tax millage sufficient to fund for the payment of debt service on general obligation indebtedness. As the chart indicates, for 2010, this levy is 6.375 mills, or \$0.6375 on each \$100.00 of assessed value. The City does not designate, nor is required to designate, additional millage to fund for future year debt service reserves.

For revenue bond indebtedness, current operating revenues (primarily utility user fees) are budgeted to fund the debt service requirement. Since the City operates the water and sewer systems, related revenue bond debt service is budgeted in each respective utility fund.

Historically, the City has only issued bonds for capital improvements (or refundings/refinancing related thereto) and notes for bond anticipation purposes. Short-term borrowing, such as lease/purchase contracts, is considered and occasionally utilized for financing capital equipment and rolling stock purchases when it is determined to be in the City's financial interest.

In recognition of the City's policy and procedures to provide continuing and improved financial disclosure to investors of City debt issues, the National Federation of Municipal Analysts granted its Award of Recognition to the City in 1993.

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources, principally transfers from the General Fund and State Liquid Fuels Tax Fund and proceeds from the sale or use of City assets, for the payment of general long-term obligation principal, interest, and related costs.

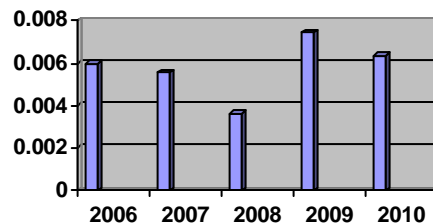
OVERVIEW

The City currently has eight debt issues outstanding of a general obligation nature. These issues are ultimately secured by the full faith, credit and taxing power of the City. They bear interest, payable semiannually or annually, at rates varying from 1.59% to 7.75%. The first three of these debt issues are insured and have an "Aaa" rating from Moody's and an "AAA" rating from Standard & Poor's. The following is a description of the debt issues currently outstanding and the projects they financed:

1. **1995 Federally Taxable General Obligation Bonds, Series A and B.** This \$35,734,416 issue was approved by City Council on December 5, 1995, to fund the City's unfunded actuarial accrued pension liability with deposits to the applicable City pension plans and for the payment of all costs and expenses related to the issuance of the Bonds. The Series A Bonds (\$33,394,416) and Series B Bonds (\$2,340,000), dated December 15, 1995, have 15-year and 11-year terms, respectively, and are being repaid by General Fund real estate taxes, pension system state aid, liquid fuels tax receipts, and user fees from the Sewer Utility Fund on a pro-rata share basis. The Series B bonds were paid off during 2006.
2. **1997 General Obligation Refunding Bonds, Series D.** This \$24,891,722 issue was approved by City Council on November 25, 1997, to advance refund the City's \$22,195,000 General Obligation Bonds, Series B-1 of 1997 in whole, to fund certain capital projects of the City, and to pay costs of issuance related to the Bonds. The B-1 Bonds were issued to retire the City's \$15,000,000 G.O. Note, Series A of 1995, issued to the Emmaus Bond Pool Program (EPIII); and to pay for the costs and expenses of a National Civil War Museum, certain street repaving and repairs, and certain parking facilities. The Series D Bonds have a term of 25 years and are being repaid from General Fund real estate taxes.
3. **1997 General Obligation Refunding Notes, Series F.** This \$26,632,303 issue was approved by City Council on November 25, 1997, to currently refund all of the City's \$25,000,000 General Obligation Bonds, Series 1995, which proceeds paid in full on March 1, 1995; the City's \$25,000,000 G.O. Note, Series A of 1992, issued to Emmaus General Authority Bond Pool Program (EPII); to pay for costs and expenses of a National Civil War Museum, certain street/alley repaving/reconstruction and other certain capital projects of the City and to pay costs of issuance related to the Notes. The Notes, dated December 1, 1997, have a term of 25 years and are being repaid from General Fund real estate taxes.
4. **2003 General Obligation Notes, Series A, B and C.** These notes, totaling \$627,800, were approved by City Council on June 10, 2003, for the purpose of providing funds to apply for and towards various transportation infrastructure improvement projects including the Hamilton Street Intersection Project at Sixth Street, the State Street Intersection Project at Reservoir Park, and the purchase and installation of energy-saving LED traffic signal lenses for approximately 24 intersections in the City. These Notes have a term of 10 years and are being repaid from General Fund real estate taxes.
5. **2006 Series A-2 Revenue Bonds.** These bonds, totaling \$9.0 million, were approved by City Council on November 29, 2004, for the purpose of renovating the City's Commerce Bank Park Stadium. Renovations to the stadium, which originally opened for the 1987 baseball season, were necessary for the Harrisburg Senators to have a baseball venue that meets professional baseball standards and the amenities now offered at almost all of the stadiums in the Class AA Eastern league of Professional baseball clubs, of which the Harrisburg Senators is a member. The project is expected to cost approximately \$42 million and the City has applied to the Commonwealth of Pennsylvania for a grant to offset the cost. The baseball team was sold to Senators Partners LLC during 2007. General Fund Real Estate Taxes, proceeds from the park permit revenue, and revenue from the new and improved stadium will be used to pay the debt service on the bonds.

6. **2006 Lease Revenue Bonds, Series of 2006.** On December 15, 2006, the Harrisburg Redevelopment Authority, on behalf of the City of Harrisburg, issued \$7.2 lease revenue bonds to finance the leasing of the McCormick Public Service Center from the City and then subleasing of the building back to the City. The proceeds from the issuance were turned over to the City and the City is responsible for the debt service. Harrisburg City Council has authorized the sale of certain artifacts to pay down the debt service on these bonds.
7. **2007 Capital Lease.** On October 19, 2007, the City entered into a capital lease agreement to purchase \$8,748,385 of equipment. Proceeds will be used to purchase: \$266,000 of vehicles for the Department of Building and Housing; \$1,050,000 of computer equipment for various departments; \$1,100,000 of vehicles for the Fire Bureau; \$2,135,000 of equipment for the Bureau of Neighborhood Services; \$470,000 of vehicles for Sanitation; \$40,000 of equipment for the Vehicle Management Center; \$500,000 of vehicles and equipment for the Water Bureau; \$1,277,685 of vehicles and equipment for the Department of Parks and Recreation; \$1,599,700 of vehicles for the Bureau of Police; and \$310,000 of miscellaneous city-wide equipment. The lease has a five-year term and is being repaid from real estate taxes.
8. **2008 General Obligation Note.** On March 26, 2008, the city received a \$2.4 million Pennsylvania infrastructure bank loan to finance the cost of resurfacing various streets throughout the City. The note is being repaid from General Revenues of the City.
9. The City also guarantees various debt issues of one of its component units, The Harrisburg Authority (THA). The Harrisburg Authority issued various bonds and notes to finance the renovation and upgrade of a Resource Recovery Facility that it has contracted with Covanta Energy to operate. During 2009, THA had to utilize certain debt service reserves in conjunction with the City's and Dauphin County's guarantee to make the required debt service payments. The City expects to have to exercise those obligations again during the 2010 fiscal year. The attached schedule on the following page details the specific debt issues and the monthly amounts needed to fund the payments and re-establish the reserves.

Debt Service Millages 2006-2010



2006	0.005997
2007	0.005584
2008	0.003623
2009	0.007439
2010	0.006375

DEBT MANAGEMENT

The City structures its debt service (principal, interest, and related costs) at a fixed level of expenditure by which to budget. Financing the debt somewhat evenly over the useful life of the project not only enables the cost to be spread equitably to all who benefit from the project, current and future, but also keeps expenditures relatively constant year after year.

Debt Service requirements, not otherwise provided for, are appropriated in the year in which they are due. As part of the annual tax levy ordinance, the City designates property tax millage sufficient to fund for the payment of debt service on general obligation indebtedness. As the chart indicates, for 2010, this levy is 6.375 mills, or \$0.6375 on each \$100.00 of assessed value. The City does not designate, nor is required to designate, additional millage to fund for future year debt service reserves.

For revenue bond indebtedness, current operating revenues (primarily utility user fees) are budgeted to fund the debt service requirement. Since the City operates the water and sewer systems, related revenue bond debt service is budgeted in each respective utility fund.

Historically, the City has only issued bonds for capital improvements (or refundings/refinancing related thereto) and notes for bond anticipation purposes. Short-term borrowing, such as lease/purchase contracts, is considered and occasionally utilized for financing capital equipment and rolling stock purchases when it is determined to be in the City's financial interest.

In recognition of the City's policy and procedures to provide continuing and improved financial disclosure to investors of City debt issues, the National Federation of Municipal Analysts granted its Award of Recognition to the City in 1993.

DEBT SERVICE FUND
RESOURCE ALLOCATION
2010 BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	2,000	DEBT SERVICE	11,942,814
RENTAL INCOME-COMMERCE PARK	597,210	DIRECT CITY	
PROCEEDS FROM SALE/ LEASE OF ASSETS	69,509,785	GUARANTEE PAYMENTS	68,559,784
CITY GUARANTEE FEES	0		
TRANSFERS	10,393,603		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u>80,502,598</u>	TOTAL APPROPRIATION	<u>80,502,598</u>

DEBT SERVICE AS A PERCENTAGE OF GENERAL EXPENDITURES

	<u>2006 Actual</u>	<u>2007 Actual</u>	<u>2008 Actual</u>	<u>2009 Actual</u>	<u>2010 Approved Budget</u>	<u>2010 Proposed Budget</u>
Debt Service	8,841,044	9,287,555	9,287,555	11,949,975	11,942,814	80,502,598
General Expenditures*	57,354,485	55,604,081	60,868,748	63,873,545	64,710,369	65,676,355
Percentage	15.41%	16.70%	16.70%	18.71%	18.46%	122.57%

* Includes General Fund expenditures plus transfers.

The above chart entitled "Debt Service as a Percentage of General Expenditures" compares total debt service paid out of the Debt Service Fund each of the last four years to General Fund expenditures and transfers over the same period of time.

DEBT SERVICE FUND
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
REVENUE ANALYSIS DETAIL						
Interest on Savings Account	2,153	12,312	12,312	853	2,000	2,000
Interest on Other Investments	16	17	17	2	0	0
Park Permit - Commerce Bank Park	0	0	0	372,000	535,710	535,710
Gain on Sale of Investments	0	0	0	0	0	0
Gain on Sale/Lease of Assets	0	4,305,207	4,305,207	0	950,001	69,509,785
Miscellaneous	0	0	0	0	0	0
City Guarantee Fees	0	500,000	500,000	0	0	0
Transfers-General Fund	8,776,981	6,324,036	6,324,036	11,286,883	10,325,921	10,325,921
Transfers-Capital Projects Fund	0	0	0	0	0	0
Transfers-State Liquid Fuels Tax Fund	64,063	64,672	64,672	67,682	67,682	67,682
Transfers-Sanitation Fund	0	0	0	0	0	0
Special Parking Fees-City Island	0	0	0	0	61,500	61,500
TOTAL REVENUE	8,843,213	11,206,243	11,206,243	11,727,420	11,942,814	80,502,598
Fund Balance Appropriation	0	0	0		0	0
TOTAL RESOURCES	8,843,213	11,206,243	11,206,243	11,727,420	11,942,814	80,502,598

EXPENDITURE ANALYSIS DETAIL						
Principal Retirements	6,719,635	6,539,371	6,539,371	7,335,650	6,495,933	6,495,933
Interest Expense	2,121,409	2,748,185	2,748,185	1,917,359	2,492,622	2,492,622
Transfers to Authorities (HRA)	0	0	0	1,271,450	1,528,742	1,528,742
Guarantee Obligation Payments (THA)	0	0	0	0	0	68,559,784
Capitalized Lease Payments (P&I)	0	0	0	1,425,517	1,425,517	1,425,517
TOTAL EXPENDITURES	8,841,044	9,287,555	9,287,555	11,949,975	11,942,814	80,502,598

WATER UTILITY FUND

The Bureau of Water manages and operates the Harrisburg Water System for The Harrisburg Authority under a management agreement which delineates the Bureau's responsibilities as follows: control of operations and maintenance; supervision of employees; contracting and purchasing of supplies and services; making recommendations to the Authority as to rates and charges, extensions, alterations, and improvement to the water system; and preparation and filing of reports. The Harrisburg Water System includes two water supplies, treatment facilities and a distribution system which serves approximately 66,000 people in the City of Harrisburg, Borough of Penbrook, Susquehanna, Swatara and Lower Paxton Townships.

The major revenue sources for this fund are metered water sales and all corresponding utility liens. The Bureau of Water consists of three divisions: Administration, which includes Water Quality and Metering; Distribution; and Operations/Maintenance.

RESOURCE ALLOCATION 2010 BUDGET			
RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	4,010	ADMINISTRATION	17,059,119
WATER SALES	21,696,203	DISTRIBUTION	1,572,627
METER/VALVE SALES & REPAIRS	550	OPERATIONS/MAINTENANCE	3,636,117
FEES	103,100		
OTHER REVENUE	464,000		
TRANSFER IN -THA	0		
TOTAL RESOURCES	<u>22,267,863</u>	TOTAL APPROPRIATIONS	<u>22,267,863</u>

WATER UTILITY FUND
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
REVENUE ANALYSIS SUMMARY						
Investment Income	16,713	20,647	7,014	1,764	4,010	4,010
Water Sales	15,549,113	17,350,171	17,876,870	16,553,960	18,514,321	21,696,203
Meter/Valve Sales & Repairs	419	469	57	1,973	550	550
Fees	134,589	128,925	100,063	103,539	103,100	103,100
Other Revenue	416,578	449,976	461,504	453,851	464,000	464,000
Transfers In - THA	0	0	0	0	0	0
TOTAL REVENUE	16,117,412	17,950,188	18,445,508	17,115,088	19,085,981	22,267,863
Fund Balance Appropriation	0	0	0	0	0	0
TOTAL RESOURCES	16,117,412	17,950,188	18,445,508	17,115,088	19,085,981	22,267,863

REVENUE ANALYSIS DETAIL						
Interest-Savings Account	16,703	20,635	7,008	1,763	4,000	4,000
Interest-Other	10	12	6	1	10	10
Gain on Sale of Fixed Assets	0	0	0	0	0	0
Unmetered Water Sales (Q)	0	131,815	270,580	186,609	228,948	282,391
Unmetered Ready-to-Serve (Q)	0	30,145	58,579	52,361	58,000	58,000
Metered Water Sales	9,790,768	10,824,457	11,152,929	10,148,719	11,704,231	14,436,369
Ready-to-Serve	3,662,464	4,158,504	4,270,463	4,224,442	4,250,000	4,250,000
Sale of Water Meters	370	430	0	0	350	350
Sale of Water Parts	49	39	57	1,973	200	200
Fireline Charges	277,493	279,813	280,609	286,755	282,000	282,000
Sale of Conservation Devices	0	0	0	0	0	0
Other Operational Revenue	129,391	149,095	146,738	144,872	170,000	170,000
Water Tapping Fee	32,325	38,575	11,875	8,600	12,000	12,000
Water Service Initiation Fee	2,250	2,575	480	550	1,000	1,000
Water Restoration	99,893	87,745	87,658	94,364	90,000	90,000
Water Termination Fee	121	30	50	25	100	100
Water Shut Off Deposits	0	0	0	0	0	0
Water Sales Liens-Principal	218,183	157,228	144,546	60,881	100,000	100,000
Water Sales Liens-Interest	66,570	39,687	34,345	11,232	20,000	20,000
Metered Susq. Water Sales	1,416,491	1,568,389	1,501,345	1,418,427	1,697,716	2,094,017
Susquehanna Ready-to-Serve	394,636	439,947	444,083	451,289	455,426	455,426
Insurance Reimb for Loss	0	15,111	32,007	17,623	5,000	5,000
Refund of Expenditures	9,694	5,957	2,150	4,601	7,000	7,000
Transfers In - THA	0	0	0	0	0	0
TOTAL REVENUE	16,117,412	17,950,188	18,445,508	17,115,088	19,085,981	22,267,863
Fund Balance Appropriation	0	0	0		0	0
TOTAL RESOURCES	16,117,412	17,950,188	18,445,508	17,115,088	19,085,981	22,267,863

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
WATER UTILITY FUND						
<u>0210 ADMINISTRATION</u>						
Personnel Services	299,505	394,146	395,459	411,749	397,110	397,110
Operating Expenses	4,031,951	4,361,688	4,477,350	3,552,535	2,135,441	3,258,171
Capital Outlay	230,942	130,122	117,528	102,971	227,466	227,466
Debt Service	7,591,003	8,169,638	0	0	13,176,372	13,176,372
Non-Expenditure Items	0	0	0	0	0	0
TOTALS	12,153,402	13,055,594	4,990,337	4,067,255	15,936,389	17,059,119
<u>0220 DISTRIBUTION</u>						
Personnel Services	643,769	669,946	657,017	654,144	714,512	714,512
Operating Expenses	525,676	539,066	535,896	517,116	262,809	747,440
Capital Outlay	0	0	30,749	30,749	110,675	110,675
Non-Expenditure Items	0	0	0	0	0	0
TOTALS	1,169,445	1,209,012	1,223,662	1,202,009	1,087,996	1,572,627
<u>0230 OPERATIONS/MAINTENANCE</u>						
Personnel Services	1,083,005	1,033,463	1,018,259	1,039,761	1,028,450	1,028,450
Operating Expenses	1,931,694	1,966,215	1,963,641	1,919,844	1,013,325	2,516,825
Capital Outlay	0	0	51,842	51,842	90,842	90,842
Non-Expenditure Items	0	0	0	0	0	0
TOTALS	3,014,699	2,999,678	3,033,742	3,011,448	2,132,617	3,636,117
TOTAL WATER UTILITY FUND						
Personnel Services	2,026,279	2,097,556	2,070,735	2,105,653	2,140,072	2,140,072
Operating Expenses	6,489,321	6,866,969	6,976,887	5,989,495	3,411,575	6,522,436
Capital Outlay	230,942	130,122	200,119	185,563	428,983	428,983
Debt Service	7,591,003	8,169,638	0	0	13,176,372	13,176,372
Non-Expenditure Items	0	0	0	0	0	0
TOTAL EXPENDITURES	16,337,546	17,264,284	9,247,741	8,280,711	19,157,002	22,267,863

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
<hr/>						
WATER UTILITY FUND						
Administration Division	7.33	6.33	6.33	6.33	5.83	5.83
Distribution Division	12.00	12.00	12.00	12.00	12.00	12.00
Operations/Maintenance Division	19.00	16.00	16.00	16.00	15.00	15.00
TOTAL POSITIONS	38.33	34.33	34.33	34.33	32.83	32.83

In 2006 the vacant Director position in the Administration Division is funded for the second half of 2006 there is also a loss of a Water Operator I position. The 2007 Approved Budget eliminates in Operations, the Operations Supervisor, Operator 1 Water and Electronics Technician positions were eliminated. In the 2008 Approved Budget, an Administrative Assistant was added to the Administration Division and two Water Operator positions were added to the Operations/Maintenance Division. In the 2009 Proposed Budget a Maintenance/Dehart Supervisor was added and a Watershead Superintendent and Administrative Assistant were deleted from the Administration Division. Two Water Operator I positions were deleted from Operations/Maintenance Division. In the 2010 Budget the Deputy City Solicitor was moved to the City Solicitor Office and fully funded out of that office. Also a vacant Operator I was eliminated.

BUREAU OF WATER
ADMINISTRATION DIVISION

The Administration Division oversees the operation of the Bureau and makes recommendations to The Harrisburg Authority (THA) as required. This division also serves as the first line of response in satisfying the needs of the customer. It serves a major role as a support mechanism to the other divisions of the Bureau of Water. The Administration Division also performs public relations activities such as presentations made to civic and school groups.

Water Quality Administrator is responsible for all monitoring and analysis in accordance with federal, state, and local drinking water regulations. Other duties include submitting reports to state and federal agencies; public relations concerning water quality, distribution, and water conservation; performing bacterial testing; and education.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET			
Utility Fund		0210 Administration	
Allocation Plan		Position Control	

PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	197,052	197,052	Director	1	1	66,950	66,950
Salaries-BU	82,496	82,496	Maintenance/DeHart Super.	1	1	45,320	45,320
Overtime	0	0	Water Quality Administrator	1	1	47,380	47,380
Fringe Benefits	100,212	100,212	Current Planner	0.33	0.33	12,360	12,360
Miscellaneous	17,350	17,350	Computer Programmer III	0.50	0.50	25,042	25,042
			Total Management	3.83	3.83	197,052	197,052
TOTAL PERSONNEL	397,110	397,110					
OPERATING EXPENSES			Paralegal II	1	1	45,138	45,138
			Secretary II	1	1	37,358	37,358
			Total Bargaining Unit	2	2	82,496	82,496
Communications	22,000	22,000					
Professional Services	55,000	55,000					
Utilities	0	0	Total Overtime			0	0
Insurance	117,521	117,521					
Rentals	0	0	FICA			21,609	21,609
Maintenance & Repairs	55,200	55,200	Healthcare Benefits - Active			73,973	73,973
Contracted Services	1,801,120	2,923,850	Healthcare Benefits - Retirees			4,630	4,630
Supplies	84,600	84,600					
Minor Capital Equipment	0	0	Total Fringe Benefits			100,212	100,212
TOTAL OPERATING	2,135,441	3,258,171	Sick Leave Buy-Back			2,900	2,900
			Severance Pay			0	0
CAPITAL OUTLAY	227,466	227,466	Unemployment Compensation			6,750	6,750
			Workers' Compensation			1,700	1,700
DEBT SERVICE	13,176,372	13,176,372	Loss/Time Medical			1,000	1,000
			State Fees			1,300	1,300
NON-EXPENDITURE ITEMS	0	0	Excess Policy & Bond			3,700	3,700
			Non-Uniformed Pension			0	0
TOTAL APPROPRIATION	15,936,389	17,059,119					
			Total Miscellaneous			17,350	17,350
			TOTAL PERSONNEL	5.83	5.83	397,110	397,110

BUREAU OF WATER
DISTRIBUTION DIVISION

The Distribution Division is responsible for monitoring and maintaining over 250 miles of water transmission and distribution piping, which involve the repair and replacement of water mains, valves, fire hydrants, water meters, and appurtenances. The division also completes all Pennsylvania One-Calls for water and sewer locations, and is responsible for reading all meters within the system. This division initiated the Enhanced Metering Program, which enables all meters within the system to be read on a monthly basis. This division is also responsible for maintaining records on meters and service lines within the system; performing all taps; leak detection; responding to and investigating customer billing disputes and enforcing applicable sections of the Codified Ordinances of the City of Harrisburg, and the rules and regulations of The Harrisburg Authority.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
Utility Fund				0220 Distribution			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	58,000	58,000	Distribution Superintendent	1	1	58,000	58,000
Salaries-BU	449,115	449,115					
Overtime	13,160	13,160	Total Management	1	1	58,000	58,000
Fringe Benefits	194,237	194,237					
TOTAL PERSONNEL	714,512	714,512	Service Person IV	4	4	179,871	179,871
			Service Person III	2	2	84,608	84,608
OPERATING EXPENSES			Water Meter Reader II	1	1	39,713	39,713
Communications	2,250	2,250	Secretary II	1	1	37,266	37,266
Professional Services	0	0	Laborer III	2	2	70,391	70,391
Utilities	0	0	Service Person I	1	1	37,266	37,266
Insurance	0	0	Total Bargaining Unit	11	11	449,115	449,115
Rentals	2,000	2,000					
Maintenance & Repairs	15,000	15,000	Total Overtime			13,160	13,160
Contracted Services	117,509	602,140	FICA			39,801	39,801
Supplies	126,050	126,050	Healthcare Benefits - Active			154,436	154,436
Minor Capital Equipment	0	0	Healthcare Benefits - Retirees			0	0
TOTAL OPERATING	262,809	747,440	Total Fringe Benefits			194,237	194,237
CAPITAL OUTLAY	110,675	110,675	TOTAL PERSONNEL	12	12	714,512	714,512
NON-EXPENDITURE ITEMS	0	0					
TOTAL APPROPRIATION	1,087,996	1,572,627					

BUREAU OF WATER
OPERATIONS/MAINTENANCE DIVISION

The Operations/Maintenance Division operates the DeHart Dam facilities, Susquehanna River Intake and Pump Station, Dr. Robert E. Young Water Services Center, Finished Water Storage Facilities, Pumping Station at Reservoir Park and Union Square Booster Station. This division patrols the DeHart watershed, monitors water quality in Clarks Creek and DeHart Reservoir, and is responsible for the maintenance and upkeep of all bureau facilities and appurtenances.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
Utility Fund				0230 Operations/Maintenance			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	48,352	48,352	Oper. /Maint. Superintendent	1	1	48,352	48,352
Salaries-BU	623,423	623,423					
Overtime	104,190	104,190	Total Management	1	1	48,352	48,352
Fringe Benefits	252,485	252,485					
TOTAL PERSONNEL	1,028,450	1,028,450					
OPERATING EXPENSES			Electrician III	1	1	45,051	45,051
Communications	1,725	1,725	Maintenance Specialist IV	3	3	135,042	135,042
Professional Services	6,000	6,000	Operator III	8	8	358,826	358,826
Utilities	610,500	610,500	Maintenance Specialist III	1	1	42,304	42,304
Insurance	0	0	Operator II	1	1	42,200	42,200
Rentals	350	350	Total Bargaining Unit	14	14	623,423	623,423
Maintenance & Repairs	45,600	45,600					
Contracted Services	[-71021]	1,503,500	Total Overtime			104,190	104,190
Supplies	349,150	349,150	FICA			59,361	59,361
Minor Capital Equipment	0	0	Healthcare Benefits - Active			193,124	193,124
			Healthcare Benefits - Retirees			0	0
TOTAL OPERATING	1,013,325	2,516,825	Total Fringe Benefits			252,485	252,485
CAPITAL OUTLAY	90,842	90,842					
			TOTAL PERSONNEL	15	15	1,028,450	1,028,450
TOTAL APPROPRIATION	2,132,617	3,636,117					

SANITATION UTILITY FUND

2010 BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	10,700	BUREAU OF NEIGHBORHOOD SERVICES - SANITATION	4,409,700
GARBAGE/REFUSE COLLECTION	4,299,000		
STATE GRANTS	90,000		
OTHER REVENUE	10,000		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u>4,409,700</u>	TOTAL APPROPRIATION	<u>4,409,700</u>

SANITATION UTILITY FUND
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
REVENUE ANALYSIS SUMMARY						
Investment Income	10,761	27,987	9,947	2,473	10,700	10,700
Garbage/Refuse Collection	4,021,415	4,122,942	4,188,834	4,240,357	4,299,000	4,299,000
State Grants	86,856	104,607	137,294	139,083	90,000	90,000
Other Revenue	4,251	1,135	33,261	4,199	10,000	10,000
TOTAL REVENUE	4,123,284	4,256,671	4,369,336	4,301,700	4,409,700	4,409,700
Fund Balance Appropriation	63,151	0	0	0	0	0
TOTAL RESOURCES	4,186,435	4,256,671	4,369,336	4,301,700	4,409,700	4,409,700

REVENUE ANALYSIS DETAIL						
Interest-Savings Account	9,900	15,643	5,397	1,619	6,000	6,000
Interest-Other	862	844	4,550	854	4,700	4,700
Gain on Sale of Assets	0	11,500	0	0	0	0
Garbage/Refuse Collection	3,921,337	4,085,368	4,141,516	4,223,020	4,200,000	4,200,000
Other Operational Revenue	2,380	1,135	33,261	3,741	10,000	10,000
Sanitation Liens-Principal	77,292	26,978	37,750	14,783	77,000	77,000
Sanitation Liens-Interest	22,787	10,596	9,568	2,554	22,000	22,000
Refund of Expenditures	1,871	0	0	458	0	0
State Grants	86,856	104,607	137,294	139,083	90,000	90,000
TOTAL REVENUE	4,123,284	4,256,671	4,369,336	4,386,112	4,409,700	4,409,700
Fund Balance Appropriation	63,151	0	0	0	0	0
TOTAL RESOURCES	4,186,435	4,256,671	4,369,336	4,386,112	4,409,700	4,409,700

EXPENDITURE ANALYSIS SUMMARY						
Personnel Services	1,244,469	1,368,040	1,318,184	1,359,241	1,499,655	1,399,655
Operating Expenses	1,347,395	1,328,057	1,288,283	1,293,619	1,425,890	1,525,890
Capital Outlay	175,412	148,192	226,004	187,065	165,952	165,952
Debt Service	0	0	0	0	0	0
Grants	0	0	0	21,292	22,500	22,500
Transfers	1,013,519	1,366,615	1,411,337	1,876,598	1,295,703	1,295,703
Non-Expenditure Items	0	0	0	0	0	0
TOTAL EXPENDITURES	3,780,795	4,210,904	4,243,808	4,737,816	4,409,700	4,409,700

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
<hr/>						
SANITATION UTILITY FUND						
Neighborhood Services -Sanitation	27.50	23.50	23.50	28.50	26.50	26.50
TOTAL POSITIONS	27.50	23.50	23.50	28.50	26.50	26.50

The 2006 Approved Budget creates an additional Laborer position. In the 2007 Approved Budget the following four positions were eliminated: Assistant Director, two Labor III positions and a Part-time clerk typist. In 2008 four Motor Equipment Operator positions as well as a Secretary I position were added to the 2008 Approved Budget. In 2009 Two Laborer III were added. The Deputy Director of Public Works and the Secretary I position were eliminated. The 2010 Budget brings the elimination of two vacant positions, which are a Laborer III and a Motor Equipment Operator.

BUREAU OF NEIGHBORHOOD SERVICES - SANITATION

The Bureau of Neighborhood Services - Sanitation is responsible for weekly refuse collection, recyclables collection, and transportation of both to the Harrisburg Resources Recovery Facility. Residential customers are provided weekly service while commercial accounts are collected up to seven times weekly. In addition, the Bureau empties 250 sidewalk receptacles weekly. Special collections and neighborhood non-bulk collections are provided on a call-in basis in addition to regular weekly services.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET	
Utility Fund	2710 Neighborhood Services - Sanitation
Allocation Plan	Position Control

PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	30,900	30,900	Deputy Director	0.50	0.50	30,900	30,900
Salaries-BU	869,811	869,811					
Overtime	43,736	43,736	Total Management	0.50	0.50	30,900	30,900
Fringe Benefits	448,108	448,108					
Miscellaneous	107,100	107,100	Motor Equipment Operator	14	14	473,945	473,945
Salary Savings	0	(100,000)	Laborer III	12	12	395,866	395,866
TOTAL PERSONNEL	1,499,655	1,399,655	Total Bargaining Unit	26	26	869,811	869,811
OPERATING EXPENSES			Total Overtime			43,736	43,736
Communications	2,900	2,900	FICA			72,718	72,718
Professional Services	5,550	5,550	Healthcare Benefits - Active			341,586	341,586
Utilities	4,865	4,865	Healthcare Benefits - Retirees			33,804	33,804
Insurance	59,250	59,250					
Rentals	2,000	2,000	Total Fringe Benefits			448,108	448,108
Maintenance & Repairs	151,200	151,200					
Contracted Services	988,875	1,088,875	Sick Leave Buy-Back			600	600
Supplies	211,250	211,250	Severance Pay			5,500	5,500
Minor Capital Equipment	0	0	Unemployment Compensation			11,500	11,500
TOTAL OPERATING	1,425,890	1,525,890	Workers' Compensation			4,000	4,000
CAPITAL OUTLAY	165,952	165,952	Loss/Time Medical			80,000	80,000
DEBT SERVICE	0	0	State Fees			2,500	2,500
GRANTS	22,500	22,500	Excess Policy & Bond			3,000	3,000
TRANSFERS	1,295,703	1,295,703	Non-Uniformed Pension			0	0
NON-EXPENDITURE ITEMS	0	0	Total Miscellaneous			107,100	107,100
TOTAL APPROPRIATION	4,409,700	4,409,700	Salary Savings			0	(100,000)
			TOTAL PERSONNEL	26.50	26.50	1,499,655	1,399,655

SEWERAGE UTILITY FUND
RESOURCE ALLOCATION
2010 BUDGET

RESOURCES		APPROPRIATIONS	
INVESTMENT INCOME	24,024	ADMINISTRATION	7,986,513
CONVEY./TREATMENT REVENUE	5,272,672	OPERATIONS	6,596,833
COLLECTION SYSTEM REVENUE	1,189,902	MAINTENANCE	1,399,053
SALES TO PUBLIC AUTHORITIES	7,807,130	FIELD MAINTENANCE	919,641
SLUDGE HANDLING CHARGES	600,000		
ELECTRICITY SALES	160,000		
STATE SUBSIDY	0		
OTHER REVENUE	89,694		
TRANSFERS IN - THA	1,758,618		
FUND BALANCE APPROPRIATION	0		
TOTAL RESOURCES	<u>16,902,040</u>	TOTAL APPROPRIATIONS	<u>16,902,040</u>

SEWERAGE UTILITY FUND
2010 BUDGET

Account Name	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Approved Budget	2010 Proposed Budget
REVENUE ANALYSIS SUMMARY						
Investment Income	34,438	44,379	43,982	17,514	24,024	24,024
Conveyance/Treatment Revenue	4,473,905	5,008,440	5,404,723	5,115,597	5,272,672	5,272,672
Collection System Revenue	917,492	890,553	963,153	913,587	1,189,902	1,189,902
Sales to Public Authorities	6,941,653	7,197,545	8,215,086	7,334,737	7,807,130	7,807,130
Sludge Handling Charges	358,320	514,688	593,316	725,651	600,000	600,000
Electricity Sales	112,218	82,758	102,960	151,134	160,000	160,000
Reimb. Loss/Damage Assets	0	0	12,569	0	0	0
State Subsidy	0	0	0	0	0	0
Other Revenue	284,001	167,478	156,393	102,486	89,694	89,694
Transfers In-THA	0	0	0	3,200,000	1,758,618	1,758,618
TOTAL REVENUE	13,122,028	13,905,841	15,492,182	17,560,706	16,902,040	16,902,040
Fund Balance Appropriation	0	0	0	0	0	0
TOTAL RESOURCES	13,122,028	13,905,841	15,492,182	17,560,706	16,902,040	16,902,040

REVENUE ANALYSIS DETAIL

Interest-Savings Account	2,562	4,274	4	10	100	100
Interest-Savings-Convey./Trtmt.	26,129	33,331	13,937	2,485	2,120	2,120
Interest-Savings-Collect. System	5,201	6,636	2,770	497	422	422
Interest-Other-Convey./Trtmt.	458	116	22,744	12,111	17,833	17,833
Interest-Other-Collect. System	89	21	4,527	2,411	3,549	3,549
Sale of Assets	200	0	0	0	0	0
Meter/Tap Valves	50	0	0	0	0	0
Conveyance/Treatment Revenue	4,473,905	5,008,440	5,404,723	5,115,597	5,272,672	5,272,672
Collection System Revenue	917,492	890,553	963,153	913,587	1,189,902	1,189,902
Sale of Scrap	320	388	899	1,567	400	400
Sales to Public Authorities	6,941,653	7,197,545	8,215,086	7,334,737	7,807,130	7,807,130
Sludge Handling Charges	358,320	514,688	593,316	725,651	600,000	600,000
Sale of Electricity	112,218	82,758	102,960	151,134	160,000	160,000
Lab Analysis Fees	41,302	50,654	1,850	33,349	45,000	45,000
Industrial Waste Fees	6,500	8,265	7,700	17,867	9,800	9,800
Liens-Principal-Convey./Trtmt.	130,005	72,920	29,212	27,600	19,899	19,899
Liens-Interest-Convey./Trtmt.	34,886	15,973	20,372	4,898	7,772	7,772
Liens-Principal-Collect. System	19,984	14,765	62,381	3,566	3,961	3,961
Liens-Interest-Collect. System	3,930	3,179	17,850	975	1,547	1,547
Reimburse Loss/Damage Assets	0	0	12,569	0	0	0
Refund of Expenditures	46,824	0	3,560	1,316	1,315	1,315
State Subsidy	0	0	0	0	0	0
Miscellaneous	0	1,333	0	11,350	0	0
Transfers In-THA	0	0	0	3,200,000	1,758,618	1,758,618
TOTAL REVENUE	13,122,028	13,905,841	15,479,613	17,560,706	16,902,040	16,902,040
Fund Balance Appropriation	0	0	0	0	0	0
TOTAL RESOURCES	13,122,028	13,905,841	15,479,613	17,560,706	16,902,040	16,902,040

EXPENDITURE ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
SEWERAGE						
<u>2910 Administration Division</u>						
Personnel Services	540,812	552,780	415,225	433,826	420,127	420,127
Operating Expenses	2,727,954	2,825,593	3,264,334	4,662,603	3,547,895	3,547,895
Capital Outlay	0	0	0	0	0	0
Debt Service	2,258,129	2,261,086	2,195,114	1,783,865	4,018,491	4,018,491
Non-Expenditure Items	0	0	0	10,000	0	0
TOTALS	5,526,896	5,639,459	5,874,673	6,890,294	7,986,513	7,986,513
<u>2920 Operations Division</u>						
Personnel Services	1,120,250	1,224,589	1,195,378	1,192,638	1,308,606	1,308,606
Operating Expenses	4,414,079	4,428,142	4,687,584	6,415,260	5,288,227	5,288,227
Capital Outlay	26,420	26,614	0	5,499	0	0
Non-Expenditure Items	0	0	0	0	0	0
TOTALS	5,560,750	5,679,345	5,882,962	7,613,397	6,596,833	6,596,833
<u>2930 Maintenance Division</u>						
Personnel Services	453,085	488,521	536,241	491,238	534,520	534,520
Operating Expenses	706,852	747,362	800,364	1,177,432	864,533	864,533
Capital Outlay	19,547	19,396	0	0	0	0
TOTALS	1,179,484	1,255,278	1,336,605	1,668,670	1,399,053	1,399,053
<u>2940 Field Maintenance Division</u>						
Personnel Services	267,855	288,494	277,729	242,771	256,957	256,957
Operating Expenses	551,494	554,061	644,788	822,524	662,684	662,684
Capital Outlay	0	131,815	0	0	0	0
TOTALS	819,349	974,369	922,517	1,065,295	919,641	919,641
TOTAL SEWERAGE UTILITY FUND						
Personnel Services	2,382,003	2,554,385	2,424,573	2,360,473	2,520,209	2,520,209
Operating Expenses	8,400,380	8,555,158	9,397,070	13,077,819	10,363,339	10,363,339
Capital Outlay	45,967	177,824	0	5,499	0	0
Debt Service	2,258,129	2,261,086	2,195,114	1,783,865	4,018,491	4,018,491
Non-Expenditure Items	0	0	0	10,000	0	0
TOTAL EXPENDITURES	13,086,478	13,548,452	14,016,757	17,237,656	16,902,039	16,902,039

POSITION ANALYSIS SUMMARY
2010 BUDGET

	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Adopted Budget	2010 Proposed Budget
SEWERAGE UTILITY FUND						
Administration	7.33	7.33	6.33	5.33	4.83	4.83
Distribution	19.00	19.00	19.00	19.00	19.00	19.00
Maintenance	8.00	8.00	8.00	8.50	8.50	8.50
Field Maintenance	5.00	5.00	5.00	5.00	4.00	4.00
TOTAL POSITIONS	39.33	39.33	38.33	37.83	36.33	36.33

The 2006 Approved Budget eliminates a vacant Shift Supervisor. The 2007 Approved Budget saw no personnel changes. In 2008, a Engineer's Representative III position was abolished. There were no other changes in Bureau of Sewer. In 2009, the position of Paralegal in Administration was transferred to the Department of Administration in Operations and Revenue. In Maintenance Distribution, half of the funding of a Laborer III was transferred to Public Works City Services. In 2010, the Deputy City Solicitor has been fully funded out of the Office of the City Solicitor. Also a vacant Field Maintenance Specialist II has been eliminated

BUREAU OF SEWERAGE
ADMINISTRATION DIVISION

The Bureau of Sewerage, also identified as the Advanced Wastewater Treatment Facility (AWTF), through a lease agreement, operates the sewerage conveyance and treatment system for The Harrisburg Authority (THA). The management structure of this bureau consists of four divisions: Administration, Operations, Maintenance, and Field Maintenance. The Administration Division oversees the entire operation of the AWTF. The major revenue sources include metered and unmetered usage of the system, both for the City and six suburban municipalities served by the AWTF: Steelton; Paxtang and Penbrook Boroughs; and Lower Paxton, Swatara, and Susquehanna Townships; as well as corresponding utility liens. Other revenue sources are sludge handling charges, laboratory fees, industrial user charges, and sale of electricity.

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

Utility Fund

2910 Administration Division

Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	166,966	166,966	Plant Superintendent	1	1	70,000	70,000
Salaries-BU	76,079	76,079	Director Admin and Maint	1	1	58,328	58,328
Overtime	0	0	Computer Programmer III	0.50	0.50	25,042	25,042
Fringe Benefits	116,382	116,382	Current Planner	0.33	0.33	13,596	13,596
Miscellaneous	60,700	60,700					
TOTAL PERSONNEL	420,127	420,127	Total Management	2.83	2.83	166,966	166,966
OPERATING EXPENSES			Administrative Assistant I	2	2	76,079	76,079
Communications	17,535	17,535	Total Bargaining Unit	2	2	76,079	76,079
Professional Services	131,588	131,588					
Utilities	0	0	Overtime			0	0
Insurance	303,533	303,533					
Rentals	0	0	FICA			18,930	18,930
Maintenance & Repairs	31,000	31,000	Healthcare Benefits - Active			54,877	54,877
Contracted Services	3,044,009	3,044,009	Healthcare Benefits - Retirees			42,575	42,575
Supplies	20,230	20,230					
Minor Capital Equipment	0	0	Total Fringe Benefits			116,382	116,382
TOTAL OPERATING	3,547,895	3,547,895	Sick Leave Buy-Back			2,400	2,400
CAPITAL OUTLAY	0	0	Severance Pay			2,000	2,000
DEBT SERVICE	4,018,491	4,018,491	Unemployment Compensation			8,000	8,000
NON-EXPENDITURES	0	0	Workers' Compensation Fees			2,000	2,000
			Loss Time/Medical			41,000	41,000
			State Fees			1,300	1,300
			Excess Policy and Bond			4,000	4,000
			Non-Uniformed Pension			0	0
TOTAL APPROPRIATION	7,986,513	7,986,513	Total Miscellaneous			60,700	60,700
			TOTAL PERSONNEL	4.83	4.83	420,127	420,127

BUREAU OF SEWERAGE
OPERATIONS DIVISION

The Operations Division, the largest division in the Bureau, is responsible for the physical, biological, and chemical treatment of wastewater in conformance with federal and state regulations. The wastewater must pass through several processes to reduce pollutants. The by-product of these processes is sludge. Sludge is pumped into primary and secondary digesters causing the anaerobic bacteria in the digesters to consume organic matter in the sludge and thereby producing gas containing 60% methane. All the methane gas produced is utilized by the facility's cogeneration system to fuel two engine driven 400 kilowatt generators, which produce electricity and space heat. The space heat is an energy source used for heating the AWTF buildings and sludge digesters. The electricity is sold to PPL Corporation at the rate of \$.06 per kilowatt hour. The plant also produces pure oxygen, which is used in the activated sludge system for aeration purposes. The treated wastewater is disinfected with chlorine prior to discharge into the Susquehanna River.

Two major projects undertaken since 1985 at the AWTF under the Mayor's Energy and Revenue Development Program include the burning of methane gas to generate electricity and treatment improvements which allow the AWTF to process sludge from outside wastewater plants and private customers not on the Harrisburg sewerage system. Methane gas, previously vented into the atmosphere, now serves as the fuel for electrical energy sold for use in area homes and businesses. The added sludge processing business is accomplished with no increase in staffing and minimal additional treatment costs, thus providing new revenue, while addressing energy and pollution-control needs of the region. Over 46,735,319 kilowatts hours of electricity have been generated since 1986.

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

Utility Fund

2920 Operations Division

Allocation Plan		Position Control					
	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
PERSONNEL SERVICES							
Salaries-Mgmt	101,899	101,899	Pretreatment Coordinator	1	1	54,887	54,887
Salaries-BU	727,022	727,022	Shift Supervisor (AWTF)	1	1	47,012	47,012
Overtime	159,668	159,668					
Fringe Benefits	320,017	320,017	Total Management	2	2	101,899	101,899
TOTAL PERSONNEL	1,308,606	1,308,606	Lab Technician II	1	1	40,969	40,969
OPERATING EXPENSES			Lab Technician IV	1	1	45,051	45,051
Communications	0	0	Operator I - AWTF	3	3	115,301	115,301
Professional Services	0	0	Operator II - AWTF	1	1	39,320	39,320
Utilities	1,436,961	1,436,961	Operator III - AWTF	1	1	42,200	42,200
Insurance	0	0	Operator IV - AWTF	9	9	404,468	404,468
Rentals	744	744	Water Meter Reader II	1	1	39,713	39,713
Maintenance & Repairs	189,500	189,500	Total Bargaining Unit	17	17	727,022	727,022
Contracted Services	3,193,522	3,193,522	Overtime			159,668	159,668
Supplies	467,500	467,500	FICA			75,624	75,624
Minor Capital Equipment	0	0	Healthcare Benefits - Active			244,393	244,393
TOTAL OPERATING	5,288,227	5,288,227	Healthcare Benefits - Retirees			0	0
CAPITAL OUTLAY	0	0	Total Fringe Benefits			320,017	320,017
TOTAL APPROPRIATION	6,596,833	6,596,833	TOTAL PERSONNEL	19	19	1,308,606	1,308,606

BUREAU OF SEWERAGE
MAINTENANCE DIVISION

The Maintenance Division is responsible for the maintenance and upkeep of all process equipment located at the facility and the five pump stations. To accomplish this task, mechanics monitor the equipment and instruments necessary to control, maintain, and analyze the wastewater treatment process.

EXPENDITURE ANALYSIS DETAIL 2010 BUDGET							
Utility Fund				2930 Maintenance Division			
Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-Mgmt	57,250	57,250	Maintenance Supervisor	1	1	57,250	57,250
Salaries-BU	327,854	327,854					
Overtime	3,911	3,911	Total Management	1	1	57,250	57,250
Fringe Benefits	145,505	145,505					
TOTAL PERSONNEL	534,520	534,520	Chief Electrician	1	1	50,868	50,868
			Maintenance Worker IV	5	5	225,255	225,255
OPERATING EXPENSES			Laborer II	1	1	34,173	34,173
			Laborer III	0.5	0.5	17,558	17,558
Communications	0	0	Total Bargaining Unit	7.5	7.5	327,854	327,854
Professional Services	0	0					
Utilities	0	0	Overtime			3,911	3,911
Insurance	0	0					
Rentals	0	0	FICA			29,757	29,757
Maintenance & Repairs	14,300	14,300	Healthcare Benefits - Active			115,748	115,748
Contracted Services	609,233	609,233	Healthcare Benefits - Retirees			0	0
Supplies	241,000	241,000					
Minor Capital Equipment	0	0	Total Fringe Benefits			145,505	145,505
TOTAL OPERATING	864,533	864,533	TOTAL PERSONNEL	8.5	8.5	534,520	534,520
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	1,399,053	1,399,053					

BUREAU OF SEWERAGE
FIELD MAINTENANCE DIVISION

The Field Maintenance Division is responsible for the underground conveyance system which transports wastewater to the AWTF. The crew cleans numerous regulators and chambers. This process involves cleaning the equipment with forced water pressure to remove grit and residue. The Division also monitors the flow in six interceptors to determine if the sewer line is operating properly. Corrective action requires dislodging any impediments from the sewer line to allow for the proper flow of the sewerage through the pipeline.

The Operations, Maintenance, and Field Maintenance Divisions assist in landscaping and maintenance at the AWTF and five field pump stations.

EXPENDITURE ANALYSIS DETAIL
2010 BUDGET

Utility Fund

2940 Field Maintenance Division

Allocation Plan				Position Control			
PERSONNEL SERVICES	2010 ADOPTED	2010 PROPOSED	JOB CLASSIFICATION	2010 ADOPTED	2010 PROPOSED	2010 ADOPTED	2010 PROPOSED
Salaries-BU	166,939	166,939	Field Maintenance Specialist II	2	2	90,102	90,102
Overtime	11,861	11,861	Field Maintenance Worker I	1	1	37,124	37,124
Fringe Benefits	78,157	78,157	Field Maintenance Worker II	1	1	39,713	39,713
TOTAL PERSONNEL	256,957	256,957	Total Bargaining Unit	4	4	166,939	166,939
OPERATING EXPENSES			Overtime			11,861	11,861
Communications	0	0	FICA			13,677	13,677
Professional Services	0	0	Healthcare Benefits - Active			64,480	64,480
Utilities	177,840	177,840	Healthcare Benefits - Retirees			0	0
Insurance	0	0					
Rentals	0	0	Total Fringe Benefits			78,157	78,157
Maintenance & Repairs	12,000	12,000					
Contracted Services	457,844	457,844	TOTAL PERSONNEL	4	4	256,957	256,957
Supplies	15,000	15,000					
Minor Capital Equipment	0	0					
TOTAL OPERATING	662,684	662,684					
CAPITAL OUTLAY	0	0					
TOTAL APPROPRIATION	919,641	919,641					

GLOSSARIES

GLOSSARY OF TERMS

A -

ACCRUAL BASIS - The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods or services are received (whether or not cash disbursements are made at that time).

ACTIVITIES - Specific services performed to accomplish program objectives and goals.

AGENCY FUND - Permanently established endowments where the annual income is used at the discretion of the organization in pursuit of a particular mandate.

ALLOCATION - The assignment or distribution of available resources such as revenue, personnel, buildings, and equipment among various City departments, bureaus, divisions, or offices.

APPROPRIATION - An authorization made by City Council which permits the City to incur obligations and to make expenditures or resources.

APPROVED (ADOPTED) BUDGET - The revenue and expenditure plan for the City for the fiscal year as enacted by City Council.

ARBITRAGE - Excess investment profits earned on the investment of lower-cost, tax-exempt bond proceeds.

ASSESSED VALUATION - The value placed upon real and personal property by the County tax assessor/appraiser as the basis for levying taxes.

ASSET - Property owned by the City which has monetary value.

AUDIT - Prepared by an independent certified public accounting firm, the primary objective of an audit is to determine if the City's general purpose financial statements present fairly the City's financial position and results of operations in conformity with the generally accepted accounting principles.

B -

BALANCED BUDGET - Proposed revenues and other resources equal proposed appropriations.

BOND - A long-term promise to repay a specified amount of money (the face value amount of the bond) on a particular date (maturity date). Bonds are primarily used to finance capital projects.

BUDGET - A plan of financial operation comprised of an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures to fund City services in accordance with adopted policy.

BUDGET CALENDAR - The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

BUDGET DOCUMENT - A compilation of the spending and funding plans for the various funds, along with supporting narrative, schedules, tables, and charts which, in total, comprises the annual resource allocation plan.

BUDGET ORDINANCE - An ordinance considered and adopted by City Council to formally enact the proposed budget as amended.

BUDGET TRANSFER - Adjustment made to the budget during the fiscal year to properly account for unanticipated changes that occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

BUREAU - The largest organizational component within a department which design is tied to service output or function.

C -

CAPITAL IMPROVEMENT PLAN (CIP) - A multi-year plan to provide for equipment acquisition, improvement to public facilities, and construction of new facilities.

CAPITAL OUTLAY - Expenditures relating to the purchase of equipment, facility modifications, land, and other fixed assets.

CAPITAL PROJECTS FUND - A fund to account for the acquisition or construction of major capital facilities.

CASH BASIS - The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when actually paid.

GLOSSARY OF TERMS

CREDIT RATING - The credit worthiness of an entity, as evaluated by independent agencies such as Moody's Investors Service, Inc. and Standard and Poor's Corp.

D -

DEBT SERVICE - Payment of interest and principal on an obligation resulting from issuance of bonds and notes.

DEBT SERVICE FUND - A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

DEFICIT - An excess of liabilities and reserves of a fund over its assets.

DEPARTMENT - The largest organizational component of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

DESIGNATED FUND BALANCE - A portion of unreserved fund balance assigned by City policy for a specific future use.

DIVISION - The largest organizational component within a bureau which design is tied to a specific service output or function.

E -

ENCUMBRANCE - A reservation of funds for an anticipated expenditure prior to actual payment for an item. Funds are reserved or encumbered once a contract obligation has been signed for an item, but prior to the cash payment actually being dispersed.

ENTERPRISE FUND - A fund used to account for revenues received for goods and services provided to the general public on a continuous basis and primarily financed through user charges.

EXPENDABLE TRUST FUND - Funds whose principal and income may be expended in the course of their designated operations. These funds may also be used to account for endowments whose principal may be expended in the course of their designated operations.

EXPENDITURE - Actual outlay of money for goods or services.

EXPENSE - Expenditures and other obligations (e.g., encumbrances) to expend money for goods and services.

F -

FICA - City's portion of mandatory Social Security contribution (6.20%) and mandatory Medicare contribution (1.45%) for its employees payable to the federal government.

FISCAL YEAR (FY) - A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Harrisburg is January 1 - December 31.

FIXED ASSET - Asset of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined fixed assets as those with an expected useful life in excess of one year and an acquisition cost in excess of \$5,000.

FRINGE BENEFITS - Health and welfare related benefits for all full-time employees, such as medical, dental, vision, and life insurance coverage, and a prescription drug plan which are included in the employee's compensation package.

FUND - An accounting entity that records all financial transactions for specified activities or government functions. The six fund types used by the City are - General Fund, Capital Projects Fund, Debt Service Fund, Special Revenue Funds, Propriety (Utility) Funds, and Trust and Agency Funds.

FUND BALANCE - A cumulative excess of revenues over expenditures segregated by fund.

G -

GENERAL OBLIGATION BOND and NOTE - Forms of borrowing (debt financing) which reflect written promises from the City to repay sums of money on specific dates at specified interest rates backed by the full faith, credit, and taxing power of the municipality.

GOVERNMENTAL FUNDS - Funds that account for the services provided to the general citizenry as opposed to a specific group. These funds focus on current financial resources, emphasizing budgetary control and available cash.

GLOSSARY OF TERMS

GRANT - A sum of money allotted from a specific governmental or non-profit organization to be used under certain circumstances for a designated purpose(s).

I -

INFRASTRUCTURE - The basic physical framework or foundation of the City, referring to its buildings, roads, bridges, sidewalks, water system, and sewer system.

INTERFUND TRANSFER - A transfer of money from one fund of the City to another fund of the City.

L -

LIABILITY - Debt or other legal obligations arising out of transactions in the past which must be paid, renewed, or refunded at some future date.

LINE-ITEM BUDGET - A budget that lists detailed expenditure categories such as salary, postage, and maintenance service contracts. The specific amount budgeted is also listed by category.

LONG -TERM DEBT - Debt with a maturity of more than one year after date of issuance.

M -

MILL - A taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

MILLAGE - The total tax obligation per \$1,000 of assessed valuation of property.

MODIFIED ACCRUAL - The method of accounting that is a mixture of both cash and accrual bases concepts. Revenues are recorded when they are both measurable and available to meet current liabilities. Expenditures are recorded when goods or services are received.

N -

NOTE - A short-term promise to repay a specified amount of money (the face value of the note) on a particular date (maturity date). Notes are primarily used to supplement current cash flow in anticipation of taxes and other revenues to be received, or to provide interim financing for capital projects in anticipation of the issuance of bonds.

O -

OBJECTIVE - A statement of purpose defined more specifically than a goal. (A goal may include several related objectives.) An objective normally indicates anticipated levels of achievement and is usually time limited and quantifiable.

OPERATING EXPENSES - Ongoing costs associated with sustaining City government operations such as: communications, professional fees, utilities, insurance, rentals, maintenance and repairs, contracted services, supplies, and minor capital.

ORGANIZATIONAL CHART - A chart representing the authority, responsibility, and relationships among departments, bureaus, and divisions within the City organization.

P -

PART I CRIME - Crimes that are classified as felonies, which are punishable by imprisonment. These crimes are more severe than a misdemeanor. These crimes consist of murder, rape, homicides, burglary, etc.

PART II CRIME - Crimes that are classified as misdemeanors, which are less offensive than felonies. These crimes consist of terroristic threats, trespassing, misconduct, theft, etc.

PART-TIME POSITION - A position regularly scheduled for no more than 25 hours per week.

PERFORMANCE-BASED BUDGETING - A method of allocating resources to achieve specific objectives based on program goals and measured results.

PERFORMANCE INDICATOR - A variable measuring the degree of goal and objective fulfillment achieved by programs.

PERSONNEL SERVICES - Expenditures relating to compensating employees of the City including wages, salaries, and special pay such as longevity, holiday, vacation, sick, personal, and bereavement; overtime and shift differential; fringe benefits such as FICA,

GLOSSARY OF TERMS

health, and life insurances; and miscellaneous expenditures such as pension plan contributions, workers' compensation, and unemployment compensation costs.

PROGRAM - An organized set of activities directed toward a common purpose or goal that an agency undertakes or proposes to carry out its responsibilities.

PROPOSED BUDGET - The City's resource allocation plan for the fiscal year as prepared and recommended by the Mayor for consideration by City Council.

PROPRIETARY FUND - A fund that accounts for businesslike operations that intend to recover their full cost through charges to customers and users.

R -

RESOURCE ALLOCATION PLAN - The City's revenue and expenditure plan for the fiscal year.

REVENUE - Money received or collected by the City through taxation, licenses, grants, fees, fines, forfeitures, charges, investments, and interfund transfers.

REVENUE BOND - Long-term borrowing that is backed by the revenues from a specific project such as a water or sewer system improvement.

RISK MANAGEMENT - The coordinated and continuous effort to minimize potential financial and human resource losses arising from workers' compensation, liability, and property exposures.

S -

SPECIAL REVENUE FUND - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

T -

TAX & REVENUE ANTICIPATION NOTE – Short-term note issued on the premise that future tax collections and other revenues will be sufficient to meet repayment obligations, generally by the end of the calendar year.

TAX BASE - The total value of taxable property in the City.

U -

UNIT - The smallest organizational component within a bureau which by design further delineates the distribution of workload to achieve a specific output or function.

Y -

YIELD - The rate of return earned on an investment based on the cost of the investment.

GLOSSARY OF ABBREVIATED TERMS

ADA - Americans with Disabilities Act
AFSCME - American Federation of State, County, and Municipal Employees
AID - Assistance for Impact Delegation Team
ARB - Architectural Review Board
AWTF - Advanced Wastewater Treatment Facility
BTU - British Thermal Unit
BU - Bargaining Unit
CAC - Community Action Commission
CAD - Computer Aided Dispatch
CAFR - Comprehensive Annual Financial Report
CAT - Capital Area Transit
CBD - Central Business District
CCU H.E.L.P - Christian Churches United H.E.L.P.
C/D - Construction/Demolition Wastes
CDBG - Community Development Block Grant
CDC - Community Development Corporation
CED - Community & Economic Development
CFM - Cubic Feet Per Minute
CIP - Capital Improvement Plan
CLG - Certified Local Government
CREDC - Capital Region Economic Development Corporation
DARE - Drug Abuse Resistance and Education
DBHD - Department of Building and Housing Development
DEP - Department of Environmental Protection
DID - Downtown Improvement District
DJ - District Justice
DOA - Department of Administration
DPW - Department of Public Works
EIT - Earned Income Tax
EMS - Emergency and Municipal Services Tax
EOP - Emergency Operation Plan
EPA - Environmental Protection Agency
EZ COMP - Enterprise Zone Competitive Grant
FEMA - Federal Emergency Management Agency
FERC - Federal Energy Regulatory Commission
FICA - Federal Insurance Contributions Act
FMV - Fair Market Value
FOP - Fraternal Order of Police
FTE - Full-time Equivalent
FY - Fiscal Year
GAAP - Generally Accepted Accounting Principles
GFOA - Government Finance Officers Association of the United States and Canada
GIS - Geographic Information System
G.O. - General Obligation
HACC - Harrisburg Area Community College
HAND - Housing and Neighborhood Development
HARB - Harrisburg Architectural Review Board
HATS - Harrisburg Area Transportation Study Group
HBN - Harrisburg Broadcasting Network
HCEA - Harrisburg Community Economic Affairs
HDC - Harristown Development Corporation
HHA - Harrisburg Housing Authority
HoDAG - Housing Development Action Grant
HOP - Home Ownership Opportunity Program

GLOSSARY OF ABBREVIATED TERMS

HPA - Harrisburg Parking Authority
HPC - Harrisburg Planning Commission
HRA - Harrisburg Redevelopment Authority
HRRF - Harrisburg Resource Recovery Facility
HU - Harrisburg University
HUD - Housing and Urban Development
IAFF - International Association of Firefighters
LED - Light Emitting Diode
LTAP - Local Transportation Assistance Program
MBE/WBE - Minority Business Enterprise/Women's Business Enterprise
MCI - Managing Criminal Investigation
MCL - Maximum Contamination Level
MGMT - Management
MOED - Mayor's Office for Economic Development and Special Projects
MSA - Metropolitan Statistical Area
MSW - Municipal Solid Waste
NMAAH - National Museum of African American History
NPDES - National Pollution Discharge Elimination System
NTU - Nephelometric Turbidity Unit
OBID - Office of Business and Industrial Development
OMBE - Office of Minority Business Enterprise
OPT - Occupational Privilege Tax
PAL - Police Athletic League
PASSHE - Pennsylvania State System of Higher Education
PA-TF1 - Pennsylvania Task Force 1
PBB - Performance-Based Budgeting
PennDOT - Pennsylvania Department of Transportation
PIB - Pennsylvania Infrastructure Bank
PIDA - Pennsylvania Industrial Development Authority
pH - Percent Hydrogen
PHEAA - Pennsylvania Higher Education Assistance Agency
PPB - Performance Program Budget
PRPS - Pennsylvania Recreation and Park Society
PSB - Public Safety Building
PSECU - Pennsylvania State Employees Credit Union
PSU - Pennsylvania State University
REDDI - Regional Economic Development District Initiatives
RTS - Ready to Serve
SARAA - Susquehanna Area Regional Airport Authority
SBF - Small Business First
SHARP - Special Hazards Advanced Rescue Personnel
T & A - Trust and Agency
TAP - Traffic Accident Prevention
THA - The Harrisburg Authority
TRAN - Tax & Revenue Anticipation Note
TUH - Temple University Harrisburg
UCR - Uniform Crime Reporting
UDAG - Urban Development Action Grant
USAR - Urban Search and Rescue
USGS - United States Geological Service
VMC - Vehicle Management Center
WHBG - TV station run by Harrisburg Broadcasting Network
WPCACP - Water Pollution Control Association of Central Pennsylvania
ZHB - Zoning Hearing Board

BUDGET ORDINANCES

1 Bill No. ____

Ordinance No. ____

2
3 Harrisburg City Council
4 Ordinance
5 **NO. Session of 2010**
6

7 **Moved by**

– January 26, 2010

8
9 An Ordinance amending the Codified Ordinances of the City of Harrisburg, Title V,
10 Licensing and Taxation, Part V, Real Estate Taxes, Chapter 5-501, Property Tax, by establishing
11 for the year Two Thousand Ten (2010) a tax levy on land and improvements and providing for
12 the distribution of taxes levied and assessed and providing for a tax rebate for the difference
13 between the tax due and attributable to the year Two Thousand Ten (2010) tax levy over the tax
14 due and attributable to the year Two Thousand Six (2006) tax levy for qualifying senior citizens.
15

16 **WHEREAS**, Ordinance 26 of 2006 established the current tax rate levied and assessed
17 against all taxable land improvements thereon; and
18

19 **WHEREAS**, The City of Harrisburg recognizes the severe economic plight of certain
20 senior citizens who are property owners with fixed incomes who are faced with rising costs of
21 living and constantly increasing tax and inflation burdens which threaten their homesteads and
22 self-sufficiency; and
23

24 **WHEREAS**, The City of Harrisburg considers it to be a matter of sound public policy to
25 make special provision for property tax rebates to that class of senior citizens who are real
26 property taxpayers and whose household income is within the poverty guidelines as determined
27 by the United States Department of Health and Human Services; and
28

29 **WHEREAS**, The City of Harrisburg wishes to provide property tax rebates to that class
30 of senior citizens who qualify for same.
31

32 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF**
33 **HARRISBURG, AND IT IS HEREBY ENACTED BY AUTHORITY OF THE SAME**, as
34 follows:
35

36 Section 5-501 of the Codified Ordinance is deleted in its entirety and replaced as follows:
37

38 (Additions indicated by underline, deletions by [bracket].
39

40 **SECTION 1. 5-501.1 TAX LEVY ON LAND**
41

There is hereby levied and assessed against all land within the City of Harrisburg, which is taxable for City purposes, exclusive of buildings and site improvements located thereon, if any, and upon all persons owning said land, a tax at the rate of [Twenty-Eight and Sixty-Seven Hundredths Mills (.02867)] Thirty-Four and Forty Hundredths Mills (.03440) per dollar for the fiscal year 2010. For purposes of computing said tax, the valuation of said land as taken from other books and records of the Dauphin County Assessor of Taxes shall be used. Said tax amounts to [Two Dollars and Eighty-Six and Seven Tenths Cents (\$2.867)] Three Dollars and Forty-Four Cents (\$3.44) on each \$100.00 of assessed value.

SECTION 2. 5-501.2 TAX LEVY ON BUILDING AND IMPROVEMENTS

There is hereby levied and assessed against all buildings and site improvements, whether residential, commercial or otherwise, within the City of Harrisburg, which are taxable for the City purposes, exclusive of the land on which such buildings and site improvements are located and upon all persons owning such buildings and site improvements, a tax at the rate of [Four and Seventy-eight Hundredths Mills (.00478)] Five and Seven-Three Hundredths Mills (.00573) per dollar for fiscal year 2010. For purposes of computing said tax, the valuation of said buildings and site improvements as taken from the books and records of the Dauphin County Tax Assessment Office shall be used. Said tax amounts to [Forty-Seven and Eight Tenths Cents (\$.478)] Fifty-Seven and Three Tenths Cents (\$.573) on each \$100.00 of assessed value.

SECTION 3. 5-501.3 TAX DISTRIBUTION

The tax levied and assessed pursuant to Sections 5-501.1 and 5-501.2 is amended to read as follows:

(a) For General Revenue, [One and Three Hundred Twenty-Five Thousandths Mills (.001325)] Three and Nine Hundred Fifty-Two Thousandths Mills (.003952) or [Thirteen and Twenty-Five Hundredths Cents (\$.1325)] Thirty-Nine and Fifty-Two Hundredths Cents on each \$100.00 of assessed value.

(b) For payment of Debt Service, i.e., payment on bonded indebtedness, [Six and Three Hundred Seventy-Five Thousandths Mills (.006375)] Six and Three Hundred Forty-Two Mills or [Sixty-Three and Seventy-Five Hundredths Cents (\$.6375)] Sixty-Three and Forty-Two Hundredths Cents on each \$100.00 of assessed value.

(c) For a contribution to the Dauphin County Library System, [Thirty-One Thousandths of One Mill (.000031)] Thirty Thousandths of a Mill or [Thirty-One Hundredths of One Cent (\$.0031)] Thirty Hundredths of One Cent on each \$100.00 of assessed value.

(d) For a contribution for recreation purposes, [One and Four Hundred Ninety-Three Thousandths Mills (.001493)] One and Five Hundred Two Mills or [Fourteen and Ninety-Three Hundredths Cents (\$.1493)] Fifteen and Two Hundredths Cents on each \$100.00 of assessed value.

(e) For a contribution for pension purposes, [Eight Hundred and One Thousandths Mills (.000801)] One Hundred Ninety-Three Thousandths of a Mill or [Eight and One Hundredth Cents (\$.0801)] One and Ninety-Three Hundredths Cents on each \$100.00 of assessed value.

SECTION 4. 5-501.6 SENIOR CITIZEN PROPERTY TAX REBATE

(a) Definitions:

(1) Assessed Value: The taxable value of property as determined by the Dauphin County Board of Property Assessment, Appeals and Review.

(2) Eligible Taxpayer: An owner and occupant of a principal residence in the City of Harrisburg who is:

a. A single person sixty-five (65) years of age or older during a calendar year in which the City of Harrisburg real property taxes are due and assessed; or

b. Married persons in either of the following situations:

1. Both spouses are the deeded owners and either one or both are sixty-five (65) years of age or older during a calendar year in which the City of Harrisburg real property taxes are due and assessed; or

2. One spouse is the deeded owner and that spouse is sixty-five (65) or older during a calendar year in which the City of Harrisburg real property taxes are due and assessed.

(3) Household Income. All income received by an eligible taxpayer during a calendar year.

(4) Income. All income from whatever source derived, including but not limited to, salaries, wages, bonuses, commissions, income from self-employment, alimony, support money, cash public assistance and relief, the gross amount of any pensions or annuities including railroad retirement benefits, all benefits received under the Federal Social Security Act (except Medicare benefits), all benefits received under state unemployment insurance laws and veterans' disability payments, all interest received from the federal or any state government, or any instrumentality or political subdivision thereof, realized capital gains, rentals, workers compensation and the gross amount of loss of time insurance benefits, life insurance benefits and proceeds (except the first five thousand dollars (\$5,000.00) of the total of death benefit payment), and gifts of cash or property (other than transfers by gift between members of a household) in excess of a total value of three hundred dollars (\$300.00), but shall not include surplus food or other relief in kind supplied by a government agency or property tax or rent rebate or inflation dividend.

(5) Person. A natural person.

(6) Poverty Guidelines. The gross amount of income based on size of household as determined by the United States Department of Health and Human Services to determine the amount of Americans living in poverty and to determine financial eligibility for certain programs.

(7) Principal Residence. The dwelling house of the eligible taxpayer including the principal house and lots used in connection therewith, which contribute to enjoyment, comfort and convenience.

(8) Property Tax Rebate. The amount equal to the difference between the property tax due and attributable to the year Two Thousand Ten (2010) tax levy as indicated in Sections 5-501.1 and 5-501.2 of this Chapter and the Two Thousand Six (2006) tax levy indicated in Ordinance 26 of 2006.

(b) Participation in the Senior Citizen Property Tax Rebate Program

(1) Any eligible taxpayer paying property taxes in the City of Harrisburg whose total household income does not exceed the poverty guidelines may apply to the Office of the City Treasurer for a property tax rebate. For purposes of calculating total household income, the applicant shall use only fifty percent (50%) of applicable Social Security Benefits, SSI Benefits, and Railroad Retirement Benefits.

(2) In order to be eligible to participate in the Senior Citizen Property Tax Rebate Program, the applicant must meet the following conditions:

a. The applicant must be a single person sixty-five (65) years of age or older during the calendar year; or be married persons with both spouses being the deeded owners of the property and either or both spouses being sixty-five (65) years of age or older during the calendar year; or be married persons with one spouse being the deeded owner of the property and that spouse being sixty-five (65) years of age or older during the calendar year.

b. The property owned by the applicant must be the principal residence and domicile of the applicant.

c. The applicant's total household income must not exceed the poverty guidelines as determined by the United States Department of Health and Human Services for the tax year for which the rebate is sought.

d. The applicant must have remitted payment for the full amount of the year Two Thousand Ten (2010) tax levy prior to making application for the Senior Citizen Property Tax Rebate Program or the applicant must remit payment for the full amount of the year Two Thousand Ten (2010) tax levy at the time of making application for the Senior Citizen Property Tax Rebate Program. In either case, no rebate will be forthcoming until payment in full is received by the City and properly credited to the applicant's property tax account. Applicants paying the Two Thousand Ten (2010) property tax by installments as indicated in Section 5-501.4(b) of this Chapter shall not be eligible for the Senior Citizen Property Tax Rebate Program.

179
180 e. Any other criteria set by the City of Harrisburg or the Office of the City
181 Treasurer reasonably necessary to effectuate this Ordinance.
182

183 (3). Applications for the Senior Citizen Property Tax Rebate Program must be
184 completed in their entirety and received in the Office of the City Treasurer no later than 4:00
185 o'clock p.m. on Friday, May 28, 2010. Failure to submit completed applications before the
186 indicated deadline shall forfeit participation in the Senior Citizen Property Tax Rebate Program
187 even if the taxpayer would have otherwise qualified as an eligible taxpayer.
188

189 (c) City Treasurer Duties.
190

191 (1) The City Treasurer shall independently certify those applicants who are
192 eligible taxpayers and whose household income does not exceed the poverty guidelines for the
193 tax year for which a rebate is sought.
194

195 (2) The City Treasurer shall deny participation in the Senior Citizen Property Tax
196 Rebate Program to any applicant as to whom it is determined that a delinquency exists for any
197 City of Harrisburg tax, water charge, sewage charge, fees, or municipal claims.
198

199 (3) The City Treasurer shall have the authority to issue rules and regulations with
200 respect to the administration of the Senior Citizen Tax Rebate Program. Such rules and
201 regulations shall include, but not limited to, reasonable proof of household income, proof of
202 residence, proof of qualification for or receipt of a property rebate under the Property Tax and
203 Rent Rebate Program or the Taxpayer Relief Act or any other reasonable requirements and
204 conditions as may be necessary to operate the Senior Citizen Property Tax Rebate Program.
205

206 **SECTION 5. DELEGATION**
207

208 Appropriate City officials are authorized and directed to take such actions as are
209 necessary to effectuate this Ordinance.
210

211 **SECTION 6. SEVERABILITY**
212

213 If any provision, sentence, clause, section, or part of this ordinance or the application
214 thereof to any person or circumstance is for any reason found to be unconstitutional, illegal or
215 invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity shall
216 not effect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this
217 Ordinance. It is hereby declared as the intent of the Council of the City of Harrisburg that this
218 ordinance would have been adopted had such unconstitutional, illegal or invalid provision,
219 sentence, clause, section, or part not been included herein.
220

221 **SECTION 7. REPEALER**
222

223 All ordinances or parts of ordinances in conflict herewith be and the same are hereby
224 repealed.

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238

SECTION 8. EFFECTIVE DATE

This ordinance shall take effect in accordance with the provisions of the law and shall expire on December 31, 2010 unless extended by approval of City Council.

Seconded by: _____

Passed by Council: _____

Signed by the Mayor: _____

1 Bill No. 6

Ordinance No. ____

2
3 Harrisburg City Council
4 Ordinance

5 **NO. __ Session of 2010**

6
7 **Moved by _____ January , 2010**

8
9 An Ordinance amending the budget for the Municipal Government of the City of
10 Harrisburg for the year Two Thousand Ten (2010).

11
12 **SECTION 1. GENERAL FUND**

\$ 65,676,354

13
14 Appropriations in the amount of **Sixty-Five Million Six Hundred Seventy-Six**
15 **Thousand Three Hundred Fifty-Four Dollars** are hereby made to the General Fund as
16 specified in Exhibit "A" and summarized as follows:

17
18
19 **FOR: GENERAL GOVERNMENT**

\$ 3,715,249

20
21 **To: City Council (0101):**

22 **Personnel Services** \$ **317,110**
23 **Operating Expenses** \$ **55,250**
24 **Capital Outlay** \$ **0**
25 **Grants** \$ **0**

26 **Total - City Council** \$ **372,360**

27
28 **To: Mayor's Office (0102):**

29 **Personnel Services** \$ **472,585**
30 **Operating Expenses** \$ **41,350**
31 **Capital Outlay** \$ **7,000**

32 **Total - Mayor's Office** \$ **520,935**

33
34 **To: City Controller's Office (0103):**

35 **Personnel Services** \$ **189,888**
36 **Operating Expenses** \$ **4,450**
37 **Capital Outlay** \$ **0**

38 **Total - City Controller's Office** \$ **194,338**

To: City Treasurer's Office (0104):		
Personnel Services	\$ 489,638	
Operating Expenses	\$ 91,990	
Capital Outlay	<u>\$ 41,020</u>	
Total - City Treasurer's Office		\$ 622,648
To: City Solicitor's Office (0105):		
Personnel Services	\$ 303,423	
Operating Expenses	\$ 173,350	
Capital Outlay	<u>\$ 0</u>	
Total - City Solicitor's Office		\$ 476,773
To: Human Relations Commission (0106):		
Personnel Services	\$ 136,961	
Operating Expenses	\$ 20,770	
Capital Outlay	<u>\$ 0</u>	
Total - Human Relations Commission		\$ 157,731
To: City Engineer's Office (0107):		
Personnel Services	\$ 159,978	
Operating Expenses	\$ 364,120	
Capital Outlay	\$ 394,700	
Grants	<u>\$ 0</u>	
Total - City Engineer's Office		\$ 918,798
To: Bureau of Equal Economic Opportunity (0109):		
Personnel Services	\$ 399,966	
Operating Expenses	\$ 51,100	
Capital Outlay	\$ 600	
Grants	<u>\$ 0</u>	
Total - MOED&SP		\$ 451,666
FOR: DEPARTMENT OF ADMINISTRATION		\$ 4,614,996
To: Office of the Chief of Staff/Business Administrator (0110):		
Personnel Services	\$ 156,093	
Operating Expenses	\$ 42,037	
Capital Outlay	<u>\$ 0</u>	
Total - Chief of Staff/Business Admin.		\$ 198,130
To: Bureau of Financial Management (0112):		
Personnel Services	\$ 453,443	
Operating Expenses	\$ 197,520	
Capital Outlay	\$ 0	
Grants	\$ 0	
Non-Expenditure Items	<u>\$ 0</u>	

87	Total - Financial Management	\$ 650,963	
88			
89	To: Bureau of Information Technology (0116):		
90	Personnel Services	\$ 574,696	
91	Operating Expenses	\$ 309,939	
92	Capital Outlay	\$ 466,994	
93	Non-Expenditure Items	\$ <u>0</u>	
94	Total - Information Technology		\$ 1,351,629
95			
96	To: Bureau of Human Resources (0117):		
97	Personnel Services	\$ 313,138	
98	Operating Expenses	\$ 80,650	
99	Capital Outlay	\$ <u>0</u>	
100	Total - Human Resources		\$ 393,788
101			
102	To: Bureau of Operations And Revenue - (0124):		
103	Personnel Services	\$ 839,396	
104	Operating Expenses	\$ 994,450	
105	Capital Outlay	\$ <u>186,640</u>	
106	Total - Director's Office		\$ 2,020,486
107			
108			
109	FOR: DEPARTMENT OF BUILDING &		
110	HOUSING DEVELOPMENT		\$ 762,871
111	To: Office of the Director (0134):		
112	Personnel Services	\$ 87,197	
113	Operating Expenses	\$ 1,925	
114	Capital Outlay	\$ <u>0</u>	
115	Total - Office of the Director		\$ 89,122
116			
117	To: Bureau of Planning (0135):		
118	Personnel Services	\$ 186,942	
119	Operating Expenses	\$ 24,300	
120	Capital Outlay	\$ 0	
121	Grants	\$ <u>0</u>	
122	Total - Planning		\$ 211,242
123			
124	To: Bureau of Codes Enforcement (0137):		
125	Personnel Services	\$ 405,407	
126	Operating Expenses	\$ 57,100	
127	Capital Outlay	\$ 0	
128	Non-Expenditure Items	\$ <u>0</u>	
129	Total - Codes Enforcement		\$ 462,507
130			

FOR: DEPARTMENT OF PUBLIC SAFETY

\$ 23,611,509

To: Bureau of Police - Parking Enforcement (0141):

Personnel Services \$ 507,850

Operating Expenses \$ 0

Capital Outlay \$ 0

Total - Parking Enforcement \$ 507,850

To: Bureau of Police - Office of the Police Chief (0142):

Personnel Services \$ 1,766,688

Operating Expenses \$ 1,048,699

Capital Outlay \$ 9,000

Grants \$ 0

Miscellaneous \$ 6,000

Total - Office of the Police Chief \$ 2,830,387

To: Bureau of Police - Uniformed Patrol (0144):

Personnel Services \$ 9,034,357

Operating Expenses \$ 0

Capital Outlay \$ 0

Total - Uniformed Patrol \$ 9,034,357

To: Bureau of Police - Technical Services (0145):

Personnel Services \$ 856,904

Operating Expenses \$ 0

Capital Outlay \$ 0

Total - Technical Services \$ 856,904

To: Bureau of Police - Criminal Investigations (0146):

Personnel Services \$ 2,701,276

Operating Expenses \$ 0

Capital Outlay \$ 0

Total - Criminal Investigations \$ 2,701,276

To: Bureau of Fire (0151):

Personnel Services \$ 7,170,557

Operating Expenses \$ 463,373

Capital Outlay \$ 46,805

Miscellaneous \$ 0

Total - Bureau of Fire \$ 7,680,735

177	FOR: DEPARTMENT OF PUBLIC WORKS		\$ 3,900,840
178			
179	To: Bureau of Neighborhood Services - City Services (0162):		
180	Personnel Services	\$ 1,237,849	
181	Operating Expenses	\$ 442,900	
182	Capital Outlay	\$ 18,592	
183	Non-Expenditure Items	\$ <u>0</u>	
184	Total - Neighborhood Services		\$ 1,699,341
185			
186	To: Bureau of Vehicle Management (0172):		
187	Personnel Services	\$ 611,449	
188	Operating Expenses	\$ 1,590,050	
189	Capital Outlay	\$ 0	
190	Non-Expenditure Items	\$ <u>0</u>	
191	Total - Vehicle Management		\$ 2,201,499
192			
193	FOR: DEPARTMENT OF PARKS & RECREATION		\$ 2,445,853
194			
195	To: Office of the Director (0180):		
196	Personnel Services	\$ 479,308	
197	Operating Expenses	\$ 217,401	
198	Capital Outlay	\$ 0	
199	Grants	\$ <u>19,350</u>	
200	Total - Office of the Director		\$ 716,059
201			
202	To: Bureau of Recreation (0183):		
203	Personnel Services	\$ 544,599	
204	Operating Expenses	\$ 206,700	
205	Capital Outlay	\$ <u>0</u>	
206	Total - Recreation		\$ 751,299
207			
208	To: Bureau of Parks Maintenance (0184):		
209	Personnel Services	\$ 606,695	
210	Operating Expenses	\$ 371,800	
211	Capital Outlay	\$ 0	
212	Grants	\$ <u>0</u>	
213	Total - Parks Maintenance		\$ 978,495
214			

215 **FOR: GENERAL EXPENSES (0188):** **\$16,342,613**

216

217 **To: Personnel Services** **\$ 10,355,321**

218 **Operating Expenses** **\$ 1,616,989**

219 **Capital Outlay** **\$ 580**

220 **Subsidies and Grants** **\$ 427,402**

221 **Other** **\$ 1,900,000**

222 **Total - General Expenses** **\$16,342,613**

223

224 **FOR: TRANSFERS TO OTHER FUNDS (0189):** **\$10,325,921**

225

226 **To: Debt Service Fund** **\$10,325,921**

227

228 **SECTION 2. STATE LIQUID FUELS TAX FUND** **\$ 915,443**

229

230 Appropriations in the sum of **Nine Hundred Fifteen Thousand Four Hundred Forty-**
231 **Three Dollars** are hereby made to the State Liquid Fuels Tax Fund as specified in Exhibit "A"
232 and summarized as follows:

233

234 **To: Personnel Services** **\$ 0**

235 **Operations:** **\$ 847,761**

236 **Capital Outlay** **\$ 0**

237 **Transfer to Debt Service Fund** **\$ 67,682**

238 **Total - State Liquid Fuels Tax Fund:** **\$ 915,443**

239

240 **SECTION 3. DEBT SERVICE FUND** **\$80,502,598**

241

242 Appropriations in the sum of **Eighty Million Five Hundred Two Thousand Five**
243 **Hundred Ninety-Eight Dollars** are hereby made to the Debt Service Fund as specified in
244 Exhibit "A" and summarized as follows:

245

246 **To: Debt Service** **\$80,502,598**

247

248 **SECTION 4. WATER UTILITY FUND** **\$22,267,863**

249

250 Appropriations in the sum of **Twenty-Two Million Two Hundred Sixty-Seven**
251 **Thousand Eight Hundred Sixty-Three Dollars** are hereby made to the Water Utility Fund as
252 specified in Exhibit "A" and summarized as follows:

253

254 **To: Administration Division (0210):**

255 **Personnel Services** **\$ 397,110**

256 **Operating Expenses** **\$ 3,258,171**

257 **Capital Outlay** **\$ 227,466**

258 **Debt Service** **\$13,176,372**

259 **Non-Expenditure Items** **\$ 0**

260 **Total - Administration Division** **\$17,059,119**

To: Distribution Division (0220):

Personnel Services	\$ 714,512	
Operating Expenses	\$ 747,440	
Capital Outlay	\$ 110,675	
Non-Expenditure Items	<u>\$ 0</u>	
Total - Distribution Division		\$ 1,572,627

To: Operations/Maintenance Division (0230):

Personnel Services	\$ 1,028,450	
Operating Expenses	\$ 2,516,825	
Capital Outlay	\$ 90,842	
Non-Expenditure Items	<u>\$ 0</u>	
Total - Oper./Maint. Division		\$ 3,636,117

SECTION 5. SANITATION UTILITY FUND **\$ 4,409,700**

Appropriations in the sum of **Four Million Four Hundred Nine Thousand Seven Hundred Dollars** are hereby made to the Sanitation Utility Fund as specified in Exhibit "A" and summarized as follows:

To: Bureau of Neighborhood Services - Sanitation (2710):

Personnel Services	\$ 1,399,655	
Operating Expenses	\$ 1,525,890	
Capital Outlay	\$ 165,952	
Debt Service	\$ 0	
Grants	\$ 22,500	
Transfers	\$ 1,295,703	
Non-Expenditure Items	<u>\$ 0</u>	
Total - Sanitation		\$ 4,409,700

SECTION 6. SEWERAGE UTILITY FUND **\$ 16,902,041**

Appropriations in the sum of **Sixteen Million Nine Hundred Two Thousand Forty-One Dollars** are hereby made to the Sewerage Utility Fund as specified in Exhibit "A" and summarized as follows:

To: Administration Division (2910):

Personnel Services	\$ 420,127	
Operating Expenses	\$ 3,547,895	
Capital Outlay	\$ 0	
Debt Service	\$ 4,018,491	
Non-Expenditure Items	<u>\$ 0</u>	
Total - Administration Division		\$ 7,986,513

To: Operations Division (2920):		
Personnel Services	\$ 1,308,606	
Operating Expenses	\$ 5,288,227	
Capital Outlay	\$ 0	
Non-Expenditure Items	\$ 0	
Total - Operations Division		\$ 6,596,833
To: Maintenance Division (2930):		
Personnel Services	\$ 534,521	
Operating Expenses	\$ 864,533	
Capital Outlay	\$ 0	
Total - Maintenance Division		\$ 1,399,054
To: Field Maintenance Division (2940):		
Personnel Services	\$ 256,957	
Operating Expenses	\$ 662,684	
Capital Outlay	\$ 0	
Total - Field Maint. Division		\$ 919,641

SECTION 7. ESTIMATED RESOURCES

The estimated resources of the City of Harrisburg for the year 2010 are as follows:

GENERAL FUND	\$ 65,676,354
STATE LIQUID FUELS TAX FUND	\$ 915,443
DEBT SERVICE FUND	\$80,502,598
WATER UTILITY FUND	\$22,267,863
SANITATION UTILITY FUND	\$ 4,409,700
SEWERAGE UTILITY FUND	\$ 16,902,041
<u>TOTAL 2010 ADOPTED BUDGET</u>	<u>\$190,673,999</u>

SECTION 8. DELEGATION

Appropriate City officials are authorized and directed to take such actions as are necessary to effectuate this ordinance.

348 **SECTION 9. SEVERABILITY**

349
350 If any provision, sentence, clause, section, or part of this ordinance or the application
351 thereof to any person or circumstance is for any reason found to be unconstitutional, illegal or
352 invalid by a court of competent jurisdiction, such unconstitutionality, illegality or invalidity
353 shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts
354 of this ordinance. It is hereby declared as the intent of the Council of the City of Harrisburg that
355 this ordinance would have been adopted had such unconstitutional, illegal or invalid provision,
356 sentence, clause, section, or part not been included herein.
357

358
359 **SECTION 10. REPEALER**

360
361 All ordinances or parts of ordinances in conflict herewith be and the same are hereby
362 repealed.
363

364
365 **SECTION 11. EFFECTIVE DATE**

366 This ordinance shall take effect in accordance with the provisions of the law.
367
368

369
370
371
372 Seconded by: _____
373

374
375 City Council: _____
376

377 Signed by the Mayor: _____